

# 2018 Annual Town Report

*Maynard, Massachusetts*



Photo courtesy of MHS Student, Brianna Morey

*January 1 through December 31, 2018*

## *Credits and Acknowledgements*

### *Photography & Artwork Credits*

***Front Cover Artwork courtesy of MHS Student, Brianna Morey  
Winner of the MHS Annual Report Cover Art Contest***

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12	Morgan Booth, MHS	128	Charlie Stearns, MHS
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66	Jordan Cedeno, MHS	133	Claire Candela, MHS
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#### *Design & Editing*

Stephanie Duggan  
*Human Resources Coordinator*

#### *Production*

Keith Shaw  
*Flagship Press - North Andover, MA*

*Once again, I'd like to thank all Town Departments, Boards, Committees and Commissions for your narratives and contributions to this year's report, my last before becoming HR Coordinator. Your prompt responses to inquiries and target dates assisted in the timeliness of this edition. I also wish to extend a BIG "thank you" to all those who assisted me with fact-checking, proofing and editing – your feedback was invaluable.*

*- Stephanie Duggan  
Human Resources Coordinator*

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# Town of Maynard

Incorporated: ..... April 19, 1871



Government: ..... Open Town Meeting  
*Five-member Board of Selectmen with Town Administrator*

Annual Town Meeting: ..... Third Monday in May

Annual Town Election: ..... First Tuesday in May

Town Census: (July 1, 2018) ..... 10,545

Area: ..... 5.24 Square Miles

Town Roads: ..... 83 Lane Miles

Fiscal 2018 Tax Rate: ..... Residential: \$22.64  
Commercial: \$31.10

Tax Levy: ..... \$30,376,658

Congressional District: ..... Third

Senatorial District: ..... Middlesex & Worcester

Representative District: ..... Third Middlesex

Town Hall Hours: ..... M, W, TH: 8am – 4pm  
T: 8am – 7pm  
FRI: 8am – Noon

Schools:

Green Meadow Elementary School: ..... K-3

Fowler School: ..... 4-8

Maynard High School: ..... 9-12

Town Website: ..... [www.townofmaynard-ma.gov](http://www.townofmaynard-ma.gov)





## General Information

### Emergency Numbers

Ambulance ° Fire ° Police	911
Emerson Hospital	978-369-1400
Poison Control Center	800-222-1222
Water Main Breaks	978-897-1317
Water Main after Hours MPD	978-897-1011

### Eversource

Electric or Gas	800-592-2000
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### Animal Control

Call Police Dept.	978-897-1011
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### Assessors

Office	978-897-1304
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### Birth Certificates

Town Clerk's Office	978-897-1300
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### Board of Health

Tues 5pm-7pm, Fri 8am-noon	
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### Board of Selectmen

	978-897-1301
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### Bus Service

Peter Pan (Framingham)	800-343-9999
Greyhound (Framingham)	800-231-2222
Logan Express (Framingham)	508-872-8521
Dee Bus Service (Schools)	978-486-9530

### Cable TV

Comcast	800-934-6489
Verizon	800-922-0204

### Cemeteries

Glenwood Cemetery (DPW)	978-897-1317
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### Civil Defense

Emergency Information Line	978-897-1332
Emergency Management Agency	978-897-1350

### Conservation Commission

	978-897-1360
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### Council on Aging

Office (Maynard Golf Course)	978-897-1009
Van Service Dispatch	978-844-6809
(CrossTown Connect – Mon-Fri 7:30am-3pm)	

### Commuter Shuttle Passes Online

<https://epay.cityhallsystems.com/selection>

### Death Certificates

Town Clerk's Office	978-897-1300
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### Dog Licenses

Town Clerk's Office	978-897-1300
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### Elections

Town Clerk's Office	978-897-1300
Town Meeting	Third Monday of May
Town Elections	First Tuesday of May

### Fire Department

Fire Emergencies	911
All Other Business	978-897-1014
Radio Frequency	470.900

### Firearm Identification Cards

Appts - Police Dept.	978-897-1011
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### Highway Department

DPW	978-897-1317
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### Historical Commission

[histcom@townofmaynard.net](mailto:histcom@townofmaynard.net)

### Housing Authority

(Powdermill Circle & Concord Street Circle)	
13 Powdermill Circle	978-897-8738

### Insurance Coordinator (Town Employees)

Gloria Congram	978-897-1307
Tuesdays 12pm-6pm	

### Inspectional Services

	978-897-1302
<b>Library</b> (Call for summer hrs)	978-897-1010
M, F, Sat	10 am to 5 pm
T, Th.	2 pm to 9 pm
W	10 am to 6 pm

### Marriage Licenses

Town Clerk's Office	978-897-1300
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### Notary Publics

Town Clerk's Office	978-897-1300
Selectmen's Office	978-897-1301

### Newspapers

Maynard Beacon-Villager	978-371-5759
MetroWest Daily News	508-626-4412
Action Unlimited	978-371-2442

### Percolation Tests

Board of Health Office	978-897-1302
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## Places of Worship

St. Bridget's Catholic Church	
<i>Percival Street</i> .....	978-897-2171
Holy Annunciation Orthodox Church	
<i>Prospect Street</i> .....	978-897-7695
St. Stephen's Knanaya Church	
<i>Main Street</i> .....	978-897-9285
Mission Evangelical Congregational Church	
<i>Walnut Street</i> .....	978-897-4682
St. Mary's Indian Orthodox Church	
<i>Great Road</i> .....	508-251-1183
St. John Evangelical Lutheran Church	
<i>Great Road (Sudbury Line)</i> .....	978-443-8350

## Planning Board

<i>Office</i> .....	978-897-1302
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## Police Department

<i>Emergency</i> .....	911
<i>Dispatch/Business Line</i> .....	978-897-1011
<i>Radio Frequency</i> .....	155.01

## Post Office

<i>143 Main Street</i> .....	978-897-1963
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## Pre-Schools

Green Meadow School.....	978-897-2138
<i>5 Tiger Drive</i>	
Community School.....	978-897-9708
<i>80 Main Street</i>	
Knowledge Beginnings.....	978-461-6044
<i>Mill&amp;Main, Bldg 4, Suite 100</i>	

## Property Valuations

<i>Assessors' Office</i> .....	978-897-1304
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## Recreation Commission

<i>Boys &amp; Girls Club Office</i> .....	978-461-2871
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## Retirement Board

<i>Executive Director</i> .....	978-897-1320
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## Schools

Grades K – 3: Green Meadow School	
<i>5 Tiger Drive</i> .....	978-897-8246
Grades 4 – 8: Fowler School	
<i>3 Tiger Drive</i> .....	978-897-6700
Grades 9 – 12: Maynard High School	
<i>1 Tiger Drive</i> .....	978-897-8891
Administration Office	
<i>3R Tiger Drive</i> .....	978-897-2222

## Septic Systems

<i>Board of Health Office</i> .....	978-897-1302
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## Snow Plowing

<i>Highway Department</i> .....	978-897-1317
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## Soil Testing

<i>Board of Health Office</i> .....	978-897-1302
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## Tax Bills

<i>Billing information</i> .....	978-897-1304
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## Town Accountant/Finance Director

<i>Office</i> .....	978-897-1306
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## Town Administrator/ATA

<i>Office</i> .....	978-897-1375
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## Town Clerk

<i>Office</i> .....	978-897-1300
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## Town Treasurer/Collector

<i>Office</i> .....	978-897-1305
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## Transportation – Trains

<i>MBTA (Acton/Fitchburg Line)</i> .....	800-392-6100
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## Trash/Recycling Collection

<i>Trash Info (DPW)</i> .....	978-897-1317
<i>Concerns or Issues with Pick-up:</i>	
<i>E.L. Harvey</i> .....	800-321-3002

## Tree Warden

<i>Aaron Miklosko</i> .....	978-897-1317
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## Veteran's Services

<i>Wayne Stanley</i> .....	978-897-0561
<i>(Tuesdays 5pm-7pm)</i>	

## Voter Information and Registration

<i>Town Clerk's Office</i> .....	978-897-1300
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## Water Department

<i>Water &amp; bill-related questions</i> .....	978-897-1317
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## WAVM (local access TV/Radio)

<i>Mark Minasian (high school)</i> .....	978-897-5213
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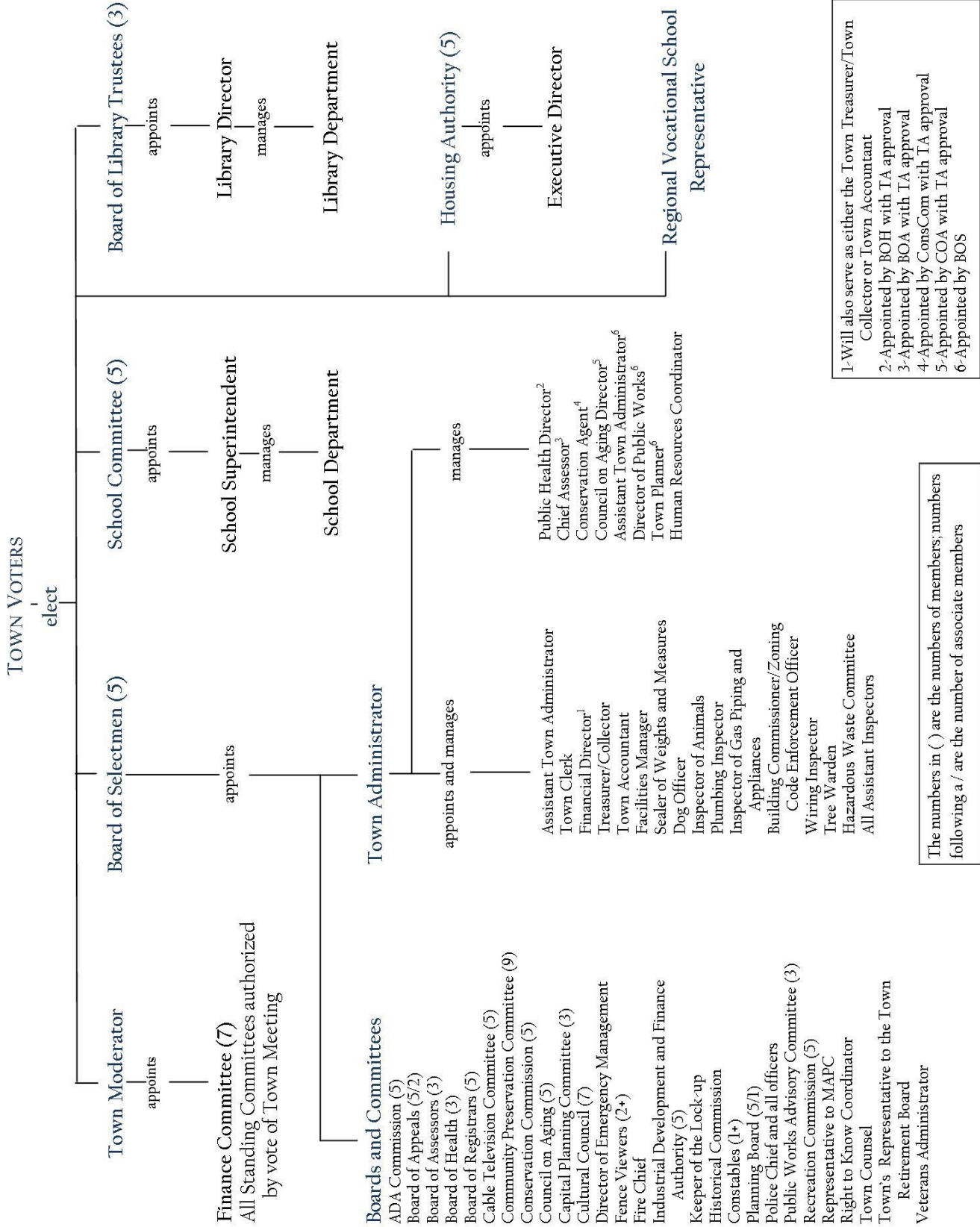
## Website

<i>www.townofmaynard-ma.gov</i>	
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<b>Zip Code</b> .....	01754
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## Zoning Board of Appeals

<i>Office</i> .....	978-897-1301
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# General Government

## BOARD OF SELECTMEN



### Board Members

Chris DiSilva.....	Chairman
Armand Diarbekirian.....	Member
Terrence Donovan.....	Member (term expired 06/30/2018)
David Gavin.....	Member
Melissa Levine-Piro.....	Clerk
Justine St. John.....	Member
Cheryl Steele.....	Member (term expired 06/30/2018)

The Maynard Board of Selectmen respectfully submits its annual report for the 2018 calendar year. The serving selectmen are listed above, as are the two selectmen that served out the terms in 2018 and did not seek re-election. Both Terrence Donovan and Cheryl Steele made substantial contributions to the town of Maynard during their time on the board and should be thanked for their efforts.

This past year Maynard experienced some changes in key positions within our town government. In early February Kevin Sweet resigned as Town Administrator to take a similar position with another community closer to his hometown. Assistant T.A. Andrew Scribner MacLean stepped in as interim Town Administrator and held that position until the T.A. position was permanently filled in late July. The town owes a significant debt of gratitude to Andrew for his efforts in bridging the gap between Kevin Sweet and the new T.A. In November Andrew also left Maynard to accept the position of Town Administrator in the town of Pepperell.

The Board of Selectmen welcomed new Town Administrator Greg Johnson to Maynard in late July / early August. Greg is an Acton resident, and brings with him both a military background and municipal experience gained while working in the financial department in the town of Westford. We think the town will benefit greatly from Greg's experience, as well as from many other skills he has gained through constant participation in educational offerings made by a multitude of state and municipal government organizations.

Once again in 2018 Maynard's Police and Fire departments provided exceptional levels of public safety town wide. Whenever called on both departments responded quickly and professionally, and Maynard remains one of the safest communities in the commonwealth.

With an eye to the future, the town is continuing to work towards the goal of building a new fire station to replace our current facility which by all accounts is no longer appropriate to meet the needs and requirements of a modern firefighting operation. As of this writing, we have secured a piece of property on Sudbury Street for the new facility. Planning, design, site preparation, and permitting are all well under way. There is no timetable for building of the station, but the longer we delay, the more expensive the project will become.

The board also continues to work with both the School Committee and the town Finance committee together on the joint budget committee. The Joint budget committee is focused on both long and short term financial goals and planning.

Maynard like many other communities continues to struggle with an aging infrastructure. Most specifically, our water and sewer systems continue to suffer leaks, breaks, and other such issues as is to be expected with an aging system. Our DPW (Water & Sewer Departments) is constantly working to



provide quality service on a day to day basis as well as working to repair and maintain our systems faults as they appear, and with preventative measures whenever possible.

Water quality and availability also continue to be of the utmost concern. Our town engineer and water consultants continue to work to identify new water sources, as well as to revisit the potential return to White's Pond as a water source moving forward.

Streets and sidewalks continue to be repaired based on a needs analysis completed by an outside vendor. The plan is on file in town hall and is a comprehensive plan for all of our Roadways and sidewalks. The plan prioritizes repairs based on a professional assessment of each and every roadway.

At present development in Maynard is progressing on several fronts. The 129 Parker Street development continues to make great progress. At present the residential portion of the project is well under way, and the retail portion of the project is expected to begin in earnest in the spring / summer of 2019. Also, there are several projects currently before the planning board encompassing several areas of the downtown district. There are also ongoing discussions in regards to a potential residential development on Powdermill Road that would include units in both Acton and Maynard.

In recreational news.... In early August the Assabet River Rail Trail held a grand opening at the Acton Trailhead. State officials, and local delegations cut the ribbon on this long awaited multi use public pathway.

Heading out of 2018, and into 2019 I'd suggest as board members we are all excited about the opportunities and challenges ahead. The current growth and reinvestment taking place in Maynard will significantly increase our tax revenue, and the overall size of our community. With each new opportunity we will work to ensure that every project or proposal is consistent with our community's goals and expectations.

Continuing into 2019 our community remains one of the few truly walkable downtowns in the area. Our commitment as a community to embrace and support the arts continues to pay dividends for both the community and our artists. We are now home to several artists with both national and global exhibits, and to see Maynard, MA USA attached to their works should inspire us to continue to support the arts community. Support our downtown whenever you can. There are business' both new and old waiting to welcome you and serve your wants and needs. Large scale developments are a good thing, but the heart of Maynard is, and will always be our downtown community and its availability to all of our residents and guests.

We look forward to a prosperous and successful 2019, and thank you all for the pleasure of serving as you Board of Selectmen.

Respectfully submitted,

***Chris DiSilva***  
***Chairman***

## TOWN ADMINISTRATOR

Since accepting the role in July 2018, it is my great pleasure to serve as you as Town Administrator. My professional roots from military service and in positions at the state and other localities have prepared me well for the opportunities and challenges presented to my office, and I am genuinely excited every day to work for the families, neighbors, and businesses of Maynard to help realize the aspirations of this community.

To summarize my duties as the town's Chief Administrative Officer, I am responsible for the daily conduct of all municipal business, but not school administration. I take my direction and implement the policies provided by the Board of Selectmen. My staff and I work with and advise town officials that are appointed to town boards, committees and advisory groups. Personally, I see Town Hall's objective to be in service to the "customers" within the community, be they individual taxpayers, businesses and homeowners, visitors or just folks passing through.

The Town Administrator often functions as a "connector" within the community, and as such, a significant amount of my focus in the first period of my tenure was to meet the many stakeholders of the community. I collaborate with town boards and committees, non-profit organizations, and private enterprises to work towards achievement of the town's goals and vision. As such, I am excited to support the development of the town's Master Plan, and look forward to its release in the coming year. My work in the community also guides my approach to developing my budget recommendations for the Board of Selectmen, and I strive to capture the priorities of residents and to provide resources that accomplish most good in service to the invested taxpayers of Maynard.

Highlights from the 2018 calendar year that the Town Administrator's Office supported include:

- Ribbon-cutting of the Assabet River Rail Trail (ARRT) in August that runs from the South Acton Commuter Station to the Stowe town-line at the Assabet River National Wildlife Refuge.
- Introduction of rental bike platform "Zagster" station at the main entrance to Mill & Main on Main Street across from the post office.
- "Maynard as a Canvas" Mural Contest hosted by the Maynard Cultural Council and the Assabet Village Cultural District for the former Murphy Snyder building on Route 27.
- Facilitating consideration of the Powder Mill Place project proposal by the community.
- Hosting "Town hall Jack-o-Lantern Nights" on the front yard of Town Hall.
- Acquired the land at 30 Sudbury Street for the planned Fire Station, as appropriated at past Town Meeting.
- Town employees organized a toy or monetary donation in support of the WAVM Beacon Santa program.
- Thank you to the public and town staff that supported the winter's movie production downtown.



- A parking space reserved for veterans is now located in front of the Police Department public entrance.

The Town Administrator's Office also implemented staffing changes, including:

- Assignment of human resource responsibilities to a newly established Human Resources Coordinator position.
- Vacating the Town Administrator's Executive Assistant position.
- Re-assigning the Board of Selectmen's Administrative Assistant to have direct administrative responsibilities to both the boards' and Town Administrator's offices.
- Focused the responsibilities of an onboarding Assistant Town Administrator towards economic and community development, grant applications, and project stewardship.

### ***Assistant Town Administrator***

Throughout 2018 Assistant Town Administrator (ATA) Andrew Scribner-MacLean served as the Executive Director of Municipal Services, the primary human resource management administrator, and supervised the Council on Aging, the Veteran Services Office, and the Town's out-sourced Information Technology services. He also served as Acting Town Administrator from mid-February through mid-July, resuming his ATA role until his departure from Maynard in October.

As the human resources lead, the ATA negotiated collective bargaining agreements with eight unions, managed health, property, and liability insurance programs for the Town; oversaw hiring, training, and evaluation of employees; and other benefits programs for employees.

Below are summaries of some important activities from the past year. Additional information may be found in department reports, for example Municipal Services provides a separate detailed report.

### **Personnel and Collective Bargaining Agreements**

The ATA was the lead negotiator for employee collective bargaining agreements. In 2018, contracts were finalized with the IAFF Firefighters and the NEPBA Public Safety Telecommunicators (dispatch) unions.

### ***Insurance Programs***

Our Insurance partner, the Massachusetts Inter-local Insurance Association (MIIA), is the largest municipal insurance in the country. In addition to excellent service, they provide high quality training and risk assessment to help us keep our short and long term rates low.

### ***Regional Transportation***

The ATA served on the state's Department of Transportation (MassDOT)'s Regional Coordinating Council for Transportation, and on the boards of the Lowell Regional Transit Authority and Cross-Town Connect, an award winning regional transportation initiative. The Maynard-Acton commuter shuttle program, successfully piloted in the fall of 2016, and made permanent in 2017, continued to see increased ridership, averaging. Ridership averaged during the year to more than 175 per week. The shuttle is funded by rider fares and state and federal grants.

### ***Boards and Committees***

The ATA served on Maynard's Economic Development Committee, which meets twice a month to develop plans and advise the Board of Selectmen and the community on policies and initiatives to foster economic development.

As the clerk for the Fire Station Building Committee, the ATA worked closely with the Chairman, the Fire Chief, and other committee members to bring the land selection and building design processes closer to completion.

The ATA was one of six employees who work extensively on long-term capital planning. This work includes reviewing and evaluating needs, planning budget recommendations, and implementing funded capital projects.

The ATA also served on the Massachusetts Municipal Personnel Association's data team, and regularly attended the Massachusetts Municipal Association (MMA) meetings, workshops, and events, and its sub-groups for management (MMMA) and personnel (MMPA) to further professional knowledge.

I want to thank the Board of Selectmen, the department heads, town employees and volunteers for their helpfulness and cooperation throughout the year. I am particularly indebted to Assistant Town Administrator Andrew Scribner-MacLean, Executive Assistant Stephanie Duggan and Administrative Assistant Becky Mosca for all their hard work in the Executive Office. Andrew Scribner-MacLean resigned from his position to accept a role in another municipality in the fall, and deserves recognition for his selfless dedication to Maynard and devotion to the town's prosperity.

In an effort to continuously improve communication and transparency, I would like to remind everyone to visit the town's website: <https://www.townofmaynard-ma.gov>.

A final thank you to the residents of Maynard for the opportunity to serve as your Town Administrator – I look forward to another productive year serving the community.

Respectfully submitted,

***Gregory W. Johnson***  
***Town Administrator***

## TOWN CLERK

### ***Staff:***

Michelle Sokolowski.....	Town Clerk
Diane Donovan.....	Assistant Town Clerk

I wish to extend a most sincere thank you to the honorable Board of Selectmen, Town Administrator, Maynard Police Department, Department of Public Works, department heads, town employees, town officials and Town Meeting staff who have cooperated and supported the Town Clerk's Office throughout the year.

I'd also like to extend a very special thank you to all of the election wardens, clerks, and precinct staff for their hard work, dedication, and support.

Respectfully submitted,

***Michelle L. Sokolowski***  
***Town Clerk***





### ***Vital Statistics***

<i><b>Year</b></i>	<i><b>Births</b></i>	<i><b>Deaths</b></i>	<i><b>Marriages</b></i>
<b>2014</b>	111	56	48
<b>2015</b>	116	69	45
<b>2016</b>	112	76	53
<b>2017</b>	105	65	40
<b>2018</b>	123	58	44

### ***Licenses & Fees***

<i><b>Business Certificates</b></i>	\$1,820.00
<i><b>Certified Copies</b></i>	8,230.00
<i><b>Marriage Intentions</b></i>	1,200.00
<i><b>Oil Permits</b></i>	140.00
<i><b>Raffle Permits</b></i>	80.00
<i><b>Street Listings</b></i>	120.00
<i><b>Dog Licenses</b></i>	20,028.00
<i><b>Citations – Dog Officer</b></i>	450.00
<i><b>Citations – Board of Health</b></i>	50.00
<i><b>Total:</b></i>	<b>\$32,118.00</b>

### ***Dog Licensing:***

All 2018 dog licenses expired on December 31st, 2018. Dogs should be licensed in January 2019 or the owners or keepers may be subject to a fine. The law applies to all dogs six months or over, regardless of the time of year ownership is acquired. The form to register your dog(s) was sent to you in January, 2019 with your Annual Town Census. Dog registration forms may also be picked up at the Town Clerk's Office.



## MUNICIPAL OFFICIALS

### ***Elected Town Officials:***

(\*Resigned \*\*Deceased)

<u>Maynard Housing Authority</u>	<u>Term</u>	Suzie Coughlan	2020
C. David Hull (appointed)		Denise Shea	2020
George F. Hardy	2018	Tim Goulding	2021
William N. Cranshaw	2020	<u>Animal Inspector</u>	
Judith C. Peterson	2021	Jennifer A. Condon	2019
Robert Subick	2022	Michael Albanese	2019
<u>School Committee</u>		<u>Appeals, Board of</u>	
Bethlynn Vergo Houlihan	2021	Jamal DeVita (alternate)	2019
Dawn Capello	2021	Jerry Culbert	2019
Justin Hemm	2019	John Courville	2019
Maro Hogan (appt. to fill a vacancy)	2019	Paul Scheiner	2020
Mary S. Brannelly	2020	Marilyn Messenger	2021
*Mary G. Mertsch	2020	Leslie Bryant	2021
		Molly Bergin	2021
<u>Selectmen</u>		<u>Assessor, Chief</u>	
Christopher J. DiSilva	2019	Angela M. Marrama	----
David D. Gavin	2020	<u>Assessors, Board of</u>	
Melissa Anne Levine-Piro	2020	*Christopher Worthy	2018
Armand Diarbekirian	2021	William J. Doyle	2019
Justine L. St. John	2021	Stephen Pomfret	2020
<u>Regional Vocational School Committee</u>		<u>Building Commissioner</u>	
*Laura Ross	2019	Richard A. Asmann	----
Pamela Reiniger (appt. to fill a vacancy)		<u>Bylaw Committee</u>	
<u>Town Moderator</u>		William Kohlman	2019
Richard Dick Downey	2021	William J. Cullen	2019
<u>Trustees of the Public Library</u>		Alannah Gustavson	2020
Patricia Chambers	2018	Eugene Redner	2021
Peter Reed	2019	James J. Early	2021
Janice Rosenberg	2020	<u>Community Preservation Committee</u>	
Sally Bubier	2021	Jon Lenicheck	2020

### ***Appointed Town Officials:***

(\*Resigned \*\*Deceased)

<u>Affordable Housing Trust</u>		Jim Coleman	2020
Robert Larkin	2018	M. John Dwyer	2021
Odessa Deffenbaugh	2018	Thomas Hesbach	2021
William Cranshaw	2019	<u>Conservation Agent</u>	
Donna Dodson	2019	Kaitlin Young	----
David Gavin	2020	<u>Conservation Commission</u>	
John Courville	2021	James Bullis	2018
Rick Lefferts	2021	Carrie O'Connell	2019
<u>Americans with Disabilities Act Commission</u>		*Ellen Greendale	2019
Brian Berghaus	2019	Lauri Mattei	2019
Elijah Tucker	2019	*Karen O'Reilly	2020
		Andrew Snyder	2021

Constable

Mary McCue	2021
Joseph Topol	2021
Michael Albanese	2020
William E. Pickett, Jr.	2020

Coolidge School Property Working Group

Victoria Brown	2019
Donna Dodson	2019
Sarah Donnelly	2019
Linde Ghery	2019
Aaron Miklosko	2019

Council on Aging

Amy Loveless (Director)	Per Town Charter
Angelina Flannery	2018
*Diane Wasiuk	2019
Anita Dolan	2019
C. David Hull	2019
Rachelle Greenaway	2021
Paula Copley	2021

Cultural Council

Erik Hansen	2018
*Molly Bergin	2019
John H. Houchin	2019
Jeffery Swanberg	2019
Brad Matthews	2019
Andy Moerlein	2020
Eliot Hunt	2020
Sara Lundberg	2020
Margot Slowick	2021

Economic Development Committee

Sarah Cressy	2018
Kate Hogan	2018
Jack MacKeen	2018
Bill Nemser	2018
Ron Calabria	2018
Lynda Thayer	2018
*Jerry Culbert	2018
Dick Downey	2018
William Doyle	2018

Emergency Management Director

Anthony Stowers	----
Aaron Miklosko (deputy)	2017

Facilities Manager

Aaron Miklosko	Per Town Charter
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Assistant Facilities Manager

Timothy Goulding	----
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Finance Director

Michael Guzzo	----
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Finance Committee

*Donald G. Rowe	2018
*Nathan Ulrich	2019
P.J. Gauthier	2019
Peter Campbell	2019
Jillian Prendergast	2020
Ken Estabrook	2020
Thomas Black	2021
Robert McCarthy	2021

Fire Chief

Anthony Stowers	----
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Fire Station Building Committee

Anthony Stowers	2018
Aaron Miklosko	2018
Chris DiSilva	2018
David Gavin	2018
Gregory Johnson	2018
Dan Costello	2018
Vacant	2018
Vacant	2018
Vacant	2018

Gas Inspector

Adam Sahlberg	2019
Jeremy Pierce (alternate)	2019

Health Agent

Kelly Pawluczonek	
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Health, Board of

Ron Cassidy	2019
Lisa Thuot	2020
Kathy McMillan	2021

Historical Commission

Jack MacKeen	2019
John Courville	2019
Paul Boothroyd	2020
Priscilla Sandberg	2020
John Brandon	2021
Lee Caras	2021
Ellen Duggan	2021

Local Emergency Planning Committee

Chief Mark Dubois	2018
Chief Anthony Stowers	2018
Lt. Michael Noble	2018
John Flood	2018
Robert Larkin	2018
Michelle Resendes	2018
Stephanie Duggan	2018
Aaron Miklosko	2018

<u>Lowell Regional Transit Authority Board</u>	
Vacant	2019
<u>Magic Representative</u>	
Chris DiSilva	Per Contract
<u>Master Plan Steering Committee</u>	
Bill Nemser	2019
Megan Zammuto	2019
Tim Houlihan	2019
Angelina Flannery	2019
<u>Maynard Citizens Corps/Medical Reserve Corps</u>	
Janet Hales	2018
Mary Hilli	2018
Bernadine Perham	2018
Mary Ellen Quintal	2018
*Christie White	2018
<u>Maynard Green Communities Committee</u>	
Richard Asmann	----
Timothy Goulding	----
Max Lamson	----
Aaron Miklosko	----
Marie Morando	----
Bill Nemser	----
Stephen Weiner	----
<u>Metropolitan Area Planning Council</u>	
Christopher DiSilva	2018
<u>Planning Board</u>	
Brent Mathison (alternate)	2020
William Cranshaw	2021
Megan Zammuto (alternate)	2020
Gregory Tuzzolo	2019
Andrew D'Amour	2021
William J. Gosz*	2018
Christopher Arsenault (alternate)	2020
Jim Coleman	2020
<u>Plumbing Inspector</u>	
Adam Sahlberg	2018
<u>Police Chief</u>	
Mark Dubois	----
<u>Public Works Director</u>	
Aaron Miklosko	----
<u>Recreation Commission</u>	
Barry Roche	2020
Adam Sherman	2018
Denise Walsh*	2021
Stephen Jones	2019
<u>Registrars of Voters</u>	
Michelle L. Sokolowski	----
Anita Dolan	2020

Charles T. Shea	2020
C. David Hull	2019
<u>Retirement Board</u>	
Jean Ignachuck	2020
Christopher F. Connelly, Sr.	2019
Clifford Wilson	2018
Kevin Petersen	Indef.
<u>Sesquicentennial Planning Committee</u>	
Lisa Dahill	2019
Benjamin DeMott	2019
David Griffin	2019
Molly Bergin	2019
Donald James	2019
John Houchin	2019
Charles Caragianes	2019
Lisa Simm*	2019
David Mark	2019
<u>Superintendent of Schools</u>	
Robert Gerardi	----
<u>Town Accountant/Finance Director</u>	
Michael Guzzo	----
<u>Town Administrator</u>	
Kevin A. Sweet*	----
Andrew Scribner-MacLean (acting)	Per contract
<u>Assistant Town Administrator</u>	
Andrew Scribner-MacLean*	----
<u>Town Administrator Search Committee</u>	
Amy Loveless	2018
Dawn Capello	2018
Jim Hines	2018
Justine St. John	2018
Donna Dodson	2018
James McCann	2018
<u>Town Clerk</u>	
Michelle L. Sokolowski	----
<u>Town Planner</u>	
Bill Nemser	----
Kaitlin Young (Assistant)	
<u>Treasurer/Collector</u>	
Cheryl Kane	----
<u>Tree Warden</u>	
Aaron Miklosko	----
<u>Veterans Agent</u>	
Wayne Stanley	----
<u>Wiring Inspector</u>	
Peter Morrison	2019



**ELECTION RESULTS*****Annual Town Election:***

Pursuant to Warrant #867, the Annual Town Election was held May 1, 2018, at all four precincts. The polling places were prepared according to the requirements of General Law.

**Precinct #1**

Warden ..... Fred Haefner  
 Clerk ..... Jim Murphy  
 Number of ballots cast ..... 191  
 Tabulation completed at ..... 8:20 p.m.  
 Absentee ballots cast ..... 2

**Precinct #2**

Warden ..... Barbara Currin  
 Clerk ..... Elizabeth Morrow  
 Number of ballots cast ..... 147  
 Tabulation completed at ..... 9:15 p.m.  
 Absentee ballots cast ..... 1

**Precinct #3**

Warden ..... Rita Richard  
 Clerk ..... Mary Hilli  
 Number of ballots cast ..... 218  
 Tabulation completed at ..... 8:30 p.m.  
 Absentee ballots cast ..... 0

**Precinct #4**

Warden ..... Sharon Johnson  
 Clerk ..... Judy Leach  
 Number of ballots cast ..... 159  
 Tabulation completed at ..... 9:00 p.m.  
 Absentee ballots cast ..... 4

**Total votes cast: 715**

<b>SELECTMAN</b>	<b>PRCT. 1</b>	<b>PRCT. 2</b>	<b>PRCT. 3</b>	<b>PRCT. 4</b>	<b>TOTAL</b>
James F. Coleman	75	56	86	65	282
Armand S. Diarbekirian	67	74	103	82	326
Justine L. St. John	154	126	184	97	561
Write-ins	19	8	17	15	59
Total Votes	315	264	390	259	1430
Blanks	67	30	46	59	202
<b>Total Ballots Cast:</b>	<b>382</b>	<b>294</b>	<b>436</b>	<b>318</b>	<b>1431</b>
<b>SCHOOL COMMITTEE</b>					
Dawn M. Capello	148	119	173	125	565
Bethlyn Vergo Houlihan	147	117	166	110	540
Write-ins	6	4	5	2	17
Blanks	81	54	92	81	308
<b>Total:</b>	<b>382</b>	<b>294</b>	<b>436</b>	<b>318</b>	<b>1430</b>
<b>Moderator</b>					
Richard Dick Downey	167	134	187	133	621
Write-ins	0	2	3	1	6
Blanks	24	11	28	25	88
<b>Total:</b>	<b>191</b>	<b>147</b>	<b>218</b>	<b>159</b>	<b>715</b>
<b>TRUSTEE OF PUBLIC LIBRARY</b>					
Sally Bubier	177	138	188	140	643
Write-ins	1	2	3	0	6
Blanks	13	7	27	19	66
<b>Total:</b>	<b>191</b>	<b>147</b>	<b>218</b>	<b>159</b>	<b>715</b>

**State Primary:**

Pursuant to Warrant #870, the State Primary was held on September 4, 2018, in all four precincts. The polling places were prepared according to the requirements of General Law.

**Precinct #1**

Warden ..... Fred Haefner  
 Clerk ..... Jim Murphy  
 Number of ballots cast ..... 662  
 Tabulation completed at ..... 8:50 p.m.  
 Absentee ballots cast ..... 18

**Precinct #2**

Warden ..... Barbara Currin  
 Clerk ..... Elizabeth Duncan  
 Number of ballots cast ..... 581  
 Tabulation completed at ..... 9:30 p.m.  
 Absentee ballots cast ..... 26

**Precinct #3**

Warden ..... Rita Richard  
 Clerk ..... Anita Dolan  
 Number of ballots cast ..... 600  
 Tabulation completed at ..... p.m.  
 Absentee ballots cast: ..... 28

**Precinct #4**

Warden ..... Sharon Johnson  
 Clerk ..... Gailann Kimbrough  
 Number of ballots cast ..... 553  
 Tabulation completed at ..... 10:00 p.m.  
 Absentee ballots cast ..... 19

**Total votes cast: 2396**

Democratic Party: 1872

Republican Party: 524

Libertarian: 0

**State Election:**

Pursuant to Warrant #873, the State Election was held on November 6, 2018 in all four precincts. The polling places were prepared according to the requirements of General Law.

**Precinct #1**

Warden ..... Fred Haefner  
 Clerk ..... Elaine McCann  
 Number of ballots cast ..... 1412  
 Tabulation completed at ..... 8:30 p.m.  
 Absentee ballots cast ..... 32

**Precinct #2**

Warden ..... Barbara Currin  
 Clerk ..... Elizabeth Duncan  
 Number of ballots cast ..... 1344  
 Tabulation completed at ..... 8:15 p.m.  
 Absentee ballots cast ..... 36

**Precinct #3**

Warden ..... Anita Dolan  
 Clerk ..... Betty Morrow  
 Number of ballots cast ..... 1409  
 Tabulation completed at ..... 9:00 p.m.  
 Absentee ballots cast: ..... 33

**Precinct #4**

Warden ..... Sharon Johnson  
 Clerk ..... Judy Leach  
 Number of ballots cast ..... 1310  
 Tabulation completed at ..... 9:00 p.m.  
 Absentee ballots cast ..... 22

**Total votes cast: 5475**

SENATOR IN CONGRESS	PRCT. 1	PRCT. 2	PRCT. 3	PRCT. 4	TOTAL
Elizabeth A. Warren	912	919	908	845	3584
Geoff Diehl	427	361	429	405	1622
Shiva Ayyadurai	58	49	53	43	203
Write-ins	1	3	2	3	9
Total Votes	1398	1332	1392	1296	5418
Blanks	14	12	17	14	57
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>

<b>GOVERNOR AND LT. GOVERNOR</b>					
Baker and Polito	896	814	883	812	3405
Gonzalez and Palfrey	477	496	489	464	1926
Write-ins	5	5	9	2	21
Total Votes	1378	1315	1381	1278	4352
Blanks	34	29	28	32	123
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>ATTORNEY GENERAL</b>					
Maura Healey	1022	1017	1019	947	4005
James R. McMahon, III	363	302	366	342	1373
Write-ins	2	1	0	1	4
Total Votes	1387	1320	1385	1290	5382
Blanks	25	24	24	20	93
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>SECRETARY OF STATE</b>					
William Francis Galvin	1023	999	1022	927	3971
Anthony M. Amore	285	247	287	286	1105
Juan G. Sanchez. Jr.	64	62	64	57	247
Write-ins	3	0	1	1	5
Total Votes	1375	1308	1374	1271	5382
Blanks	37	36	35	39	147
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>TEASURER</b>					
Deborah B. Goldberg	958	936	971	873	3738
Keiko M. Orrall	344	291	320	322	1277
Jamie M. Guerin	51	56	64	53	224
Write-ins	2	0	0	0	2
Total Votes	1355	1283	1355	1248	5241
Blanks	57	61	54	62	234
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>AUDITOR</b>					
Suzanne M. Bump	855	828	836	780	3299
Helen Brady	411	341	401	381	1534
Daniel Fishman	48	69	46	52	215
Edward J. Stamas	44	40	58	37	179
Write-ins	0	0	1	0	1
Total Votes	1358	1278	1342	1250	5228
Blanks	54	66	67	60	247
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>

<b>REPRESENTATIVE IN CONGRESS</b>					
Rick Green	316	253	290	302	1161
Lori Loureiro Trahan	799	848	809	763	3219
Michael P. Mullen	274	219	276	217	986
Write-ins	3	0	1	1	5
Total Votes	1392	1320	1376	1283	5371
Blanks	20	24	33	27	104
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>COUNCILLOR</b>					
Marilyn M. Petitto Devaney	1076	1050	1088	974	4188
Write-ins	19	14	30	25	88
Total Votes	1095	1064	1118	999	4276
Blanks	317	280	291	311	1199
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>SENATOR IN GENERAL COURT</b>					
James B. Eldridge	950	949	908	863	3670
Margaret W. Busse	386	324	404	363	1477
Terra Friedrichs	35	28	44	28	135
Write-ins	2	0	0	0	2
Total Votes	1373	1301	1356	1254	5284
Blanks	39	43	53	56	191
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>REP IN GENERAL COURT</b>					
Kate Hogan	1173	1150	1155	1051	4529
Write-ins	14	8	26	27	75
Total Votes	1187	1158	1181	1078	4604
Blanks	225	186	228	232	871
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>DISTRICT ATTORNEY</b>					
Marian T. Ryan	1111	1079	1111	1007	4308
Write-ins	14	12	29	25	80
Total Votes	1125	1091	1140	1032	4388
Blanks	287	253	269	278	1087
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>CLERK OF COURTS</b>					
Michael Sullivan	1105	1079	1107	993	4284
Write-ins	18	8	24	22	72
Total Votes	1123	1087	1131	1015	4356
Blanks	289	257	278	295	1119
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>



<b>REGISTER OF DEEDS</b>					
Maria C. Curtatone	1098	1082	1099	990	4269
Write-ins	13	8	23	24	68
Total Votes	1111	1090	1122	1014	4337
Blanks	301	254	287	296	1138
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>QUESTION 1</b>					
Yes	410	384	368	354	1516
No	970	914	998	916	3798
Total Votes	1380	1298	1366	1270	5314
Blanks	32	46	43	40	161
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>QUESTION 2</b>					
Yes	1044	1058	1070	971	4143
No	319	258	304	306	1187
Total Votes	1363	1316	1374	1277	5330
Blanks	49	28	35	33	145
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>
<b>QUESTION 3</b>					
Yes	1050	1044	1023	941	4058
No	333	271	358	343	1305
Total Votes	1382	1315	1381	1284	5363
Blanks	29	29	28	26	112
<b>Total Ballots Cast:</b>	<b>1412</b>	<b>1344</b>	<b>1409</b>	<b>1310</b>	<b>5475</b>

### ***State Election Recount:***

On September 4, 2018, registered voters in the Town of Maynard cast ballots for the Democratic nominee for the 3rd congressional district

On September 17, 2018, the Town of Maynard, by and through its town clerk, board of registrars, and election workers, conducted a recount of votes from the Democratic Primary election held Tuesday, September 4, 2018.

The results have been certified by the board of registrars and the results of the recount are:

CANDIDATE	PRCT. 1	PRCT. 2	PRCT. 3	PRCT. 4	TOTAL
Jeffrey D. Ballinger, 27 Alden Rd., Andover	7	1	6	3	17
Alexandra E. Chandler, 180 Lawrence St., Haverhill	130	114	90	79	413
Beej Das, 71 Jackson Rd., Lowell	1	3	1	4	9
Rufus Gifford, 142 Cambridge Tpke., Concord	89	62	69	80	300
Leonard H. Golder, 67 Old Bolton Rd., Stow	6	9	12	8	35
Daniel Arrigg Koh, 311 Lowell St., Andover	90	72	94	68	324
Barbara A. L'Italien, 5 Harper Cir., Andover	73	96	76	83	328
Bopha Malone, 195 Carlisle Rd., Bedford	8	5	3	5	21
Juana B. Matias, 74 Farley St., Lawrence	29	35	36	26	126
Lori Loureiro Trahan, 9 Weetamoo Way, Westford	75	61	75	51	262

The recount has resulted in a change of **one (1)** additional vote in favor of Daniel Koh being Maynard's choice for Democratic nominee for the Massachusetts 3rd Congressional District.

The recount has resulted in a change of **one (1)** vote in favor of Lori Trahan being Maynard's choice for Democratic nominee for the Massachusetts 3rd Congressional District.

## TOWN MEETING RESULTS

### *Special Town Meeting (March 26, 2018):*



COMMONWEALTH OF MASSACHUSETTS  
MIDDLESEX, SS.

SPECIAL TOWN MEETING  
To the Constable of the Town of Maynard, in said County,

GREETINGS:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the voters of said Maynard, to assemble IN **FOWLER SCHOOL AUDITORIUM**, THREE TIGER DRIVE IN SAID town, on Monday, March 26, 2018 at 7:00 p.m. then and there to act on the following articles:

*The following action was taken:*

*At 7:00 p.m. on March 26, 2018, the Town Moderator, Dick Downey called the Special Town Meeting to order.*

*A quorum was present.*

*Guests were acknowledged and admitted.*

*The Pledge of Allegiance was led by the Moderator.*

*Motion made and seconded to appoint Ron Calabria as Deputy Moderator. Motion carried.  
Motion made and seconded to waive the reading of the warrant in its entirety. Motion carried.*

**ARTICLE 1: AFFORDABLE HOUSING TRUST CHAPTER 35 SECTION 4 &  
COMMUNITY PRESERVATION COMMITTEE CHAPTER 11, SECTION 2**

To see if the town will vote to amend the Town By-Laws as follows:

In Chapter 35 Affordable Housing Trust, Section 4. Meetings of the Trust, replace the text, “G.L. Chapter 39, Sections 23A, 23B and 23C” with the text, “G.L. c. 30A, §§ 18-25”

And in Chapter 11, Community Preservation Committee, Section 2: Meetings, Quorum, Chair: A. replace the text “MGL c.39, §23B”, with the text, “G.L. c. 30A, §§ 18-25”

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Approved.

*The following action was taken:*

*Motion made and seconded to move Articles 1, 3, 5, 7, 8 and 9 as a consent calendar. Motion carried.  
Voted: To approve Article 1 as printed in the warrant except the words “To do or act thereon”  
The Finance Committee recommended.*

**ARTICLE 2: BOARD OF HEALTH NUISANCES CHAPTER 21 SECTION 1 AND 2**

To see if the town will vote to amend the Town By-Laws as follows:

In Chapter 21 Nuisances, Section 1 replace the text, “2<sup>nd</sup> Offense - \$25.00” and “3<sup>rd</sup> Offense - \$50.00” with the text, “2<sup>nd</sup> Offense - \$50.00” and “3<sup>rd</sup> Offense - \$100.00”

And in Chapter 21 Nuisances, Section 2 replace the text, “under a penalty not less than two dollars (\$2) nor more than three hundred dollars (\$300)” with the text, “under a penalty of three hundred dollars (\$300)”

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At town meeting

*The following action was taken:*

*Voted: to approve Article 2 as printed in the warrant except the words “To do or act thereon”  
The Finance Committee recommended.*

**ARTICLE 3: NON-CRIMINAL DISPOSITION CHAPTER 15 SECTION 5**

To see if the town will vote to amend the Town By-Laws as follows:

Delete the following text in Chapter 15 NON-CRIMINAL DISPOSITION OF BY-LAW VIOLATIONS, Section 5

Chapter 21 Nuisances; Section 1 (Rubbish Nuisances)

Penalty:	First Offense	Written Warning
	Second Offense	\$25.00
	Third Offense	\$50.00
	And each day thereafter	

Enforcing Person:      Health Officer  
                                 Police Officers

Chapter 28 Fire Alarm Systems; Section 7 (Fire Alarm System Malfunctions Fines)

Penalty:	First through third malfunction	no charge
	Fourth through sixth malfunction	\$100.00
	Seventh through eleventh malfunction	\$200.00
	Each malfunction after the eleventh	\$300.00

Enforcing Person:      Fire Chief  
                                 Fire Captains  
                                 Police Officers

Chapter 18 Section 4 Placement of Numbers on Residences

Penalty:	First Offense	Written Warning
	Each subsequent offense	\$10.00
	Each day that such violation continues shall constitute a separate offense.	

Enforcing Person:      Fire Chief  
                                 Fire Captains  
                                 Police Officers

Chapter 24 Dog Owner's Responsibility Law

Penalty:	First Offense	Written Warning
	Second Offense	\$10.00
	Third Offense	\$25.00
	Each subsequent offense	\$50.00
	Each day that such violation continues shall constitute a separate offense.	

Enforcing Person:      Dog Control Officer

and

Chapter 27 Alarm System; Section 8 (False Alarms)

Penalty:	First through three	Written Warning
	Each false alarm after three in	\$15.00
	a calendar year	

Enforcing Person: Police Officers

and

#### Chapter 32 Wetlands Administration

Penalty	First Offense	Written warning
	Each subsequent offense	\$100

Each day that such violation continues shall constitute a separate offense.

Enforcing Person: Conservation Agent  
Conservation Commissioner  
Police Officer

and

#### Chapter 33 Storm Drain System By-Law

Penalty	First Offense	Written warning and/or \$100
	Second Offense	\$200
	Third and subsequent offenses	\$300

Each day or part thereof that such offense occurs or continues shall constitute a separate offense. The enforcing officer shall be the DPW Superintendent.

To do or act thereon.

SPONSORED BY: Bylaw Committee

APPROPRIATION: None

FINCOM RECOMMENDATION: Approved

*The following action was taken:*

*Motion made and seconded to move Articles 1, 3, 5, 7, 8 and 9 as a consent calendar. Motion carried.*

*Voted: To approve Article 3 as printed in the warrant except the words: To do or act thereon”*

*The Finance Committee recommended.*

### **ARTICLE 4: ESTABLISH DISABLED AND ELDERLY TAXATION RELIEF FUND CHAPTER 60 SECTION 3D**

#### Establish Disabled and Elderly Taxation Relief Fund

To see if the town will vote to accept the provisions of G.L. c. 60, Section 3D to establish a Disabled and Elderly Taxation Relief Fund for the purpose of, “defraying the real estate taxes of elderly and disabled persons of low income, who in the judgement of the funds administrators, are unable to contribute fully toward their public charges”.



The governing fund administrators, will be a committee comprised of the Town Treasurer, the Chairman of the Board of Assessors and 3 residents appointed by the Board of Selectmen, to be known as the “Taxation Aid Committee”. The Taxation Aid Committee shall adopt rules and regulations to carry out the provisions of G.L. c. 60, Section 3D and to identify the recipients of such aid

The fund will be created and maintained with voluntary donations. Contribution forms may be mailed with the annual excise tax bills to all residents in Maynard.

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At town meeting

*Voted: To approve Article 4 as printed in the warrant except the words: To do or act thereon”  
The Finance Committee recommended.*

#### **ARTICLE 5: HAZARDOUS MATERIALS CHAPTER 29 SECTION 3E**

To see if the town will vote to amend the Town By-Laws as follows:

In Chapter 29 Hazardous Materials, Section 3E, delete the following text,

“First Offense in calendar year	\$ 25.00
Second Offense in calendar year	\$ 50.00
Third and each subsequent offense in calendar year”	\$100.00

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Approved

*The following action was taken:  
Motion made and seconded to move Articles 1, 3, 5, 7, 8 and 9 as a consent calendar. Motion carried.  
Voted: To approve Article 5 as printed in the warrant except the words: To do or act thereon”  
The Finance Committee recommended.*

#### **ARTICLE 6: NUISANCE, OUTSIDE DINING CHAPTER 21 SECTION 17A AND 17B**

To see if the town will vote to amend the Town By-Laws as follows:

In Chapter 21 Nuisances, Section 17A replace the text, “the sale of food or non-alcoholic beverages” with the text, “the sale of food or beverages, either alcoholic or non-alcoholic”

And in Chapter 21 Nuisances, Section 17B replace the text, “assessed a penalty not less than five dollars (\$5) nor more than three hundred dollars (\$300)” with the text, “assessed a penalty of one hundred dollars (\$100)”

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Approved

*Voted: To approve Article 6 as printed in the warrant except the words: To do or act thereon”  
The Finance Committee recommended.*

#### **ARTICLE 7: SMOKING, DELETE CHAPTER 21 SECTION 26**

To see if the town will vote to amend the Town By-Laws as follows:

Delete Chapter 21 Section 26

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Approved

*The following action was taken:  
Motion made and seconded to move Articles 1, 3, 5, 7, 8 and 9 as a consent calendar. Motion carried.  
Voted: To approve Article 7 as printed in the warrant except the words: To do or act thereon”  
The Finance Committee recommended.*

#### **ARTICLE 8: SOLID WASTE COLLECTION, CHAPTER 7 SECTION 3**

To see if the town will vote to amend the Town By-Laws as follows:

Delete Chapter 7 Section 3 and create new By-Law as follows:

### **CHAPTER 37**

### **SOLID WASTE COLLECTION**

**Section 1: Overall Authority.** The Board of Health shall be responsible for providing overall direction and enforcement of those areas of any of the solid waste programs that are assigned to it by state law, local bylaw, the Board of Selectmen or the Town Administrator. In furtherance hereof, and in accordance with G.L. c. 111 §31B the Board of Health shall make rules and regulations, including the establishment of fees, for the control of the removal, transportation or disposal of garbage, offal or other

offensive substances. Additionally, the Board of Health shall make rules and regulations for the control of recycling and leaf and yard waste collections and disposal. The Board of Health shall hold a public hearing in accordance with G.L. c. 111 §31 prior to the adoption of said regulations.

**Section 2: Day to Day Management.** The Department of Public Works, shall be responsible for the establishment and overall management of the Town of Maynard collection, management and disposal of residential solid waste, including but not limited to curbside collection of trash, residential refuse, recycling, leaf collection, drop off collection, and shall conduct said management consistent with the Rules and Regulations established by the Board of Health. Notwithstanding the foregoing, the licensing of contractors and dumpsters shall remain under the management of the Board of Health.

**Section 3: Violations and Penalties.** Any person who violates any prohibition contained in the Solid Waste Regulations adopted by the Board of Health shall be subject to a fine of \$300.00 for each offense; where each day the offense occurs being deemed a separate offense and each improperly disposed of item shall constitute a separate offense. The fines noted hereunder shall be in addition to and not in place of any fine or penalty provided for by the General Laws of the Commonwealth of Massachusetts.

**Enforcement:** The Public Health Agent, Director of Public Works or designee, the Maynard Police Department, shall each have authority to enforce the provisions and issue citations as necessary of this bylaw.

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Approved

*The following action was taken:*

*Motion made and seconded to move Articles 1, 3, 5, 7, 8 and 9 as a consent calendar. Motion carried.*

*Voted: To approve Article 8 as printed in the warrant except the words: To do or act thereon”*

*The Finance Committee recommended.*

## **ARTICLE 9: UTILITY POLE, DELETE CHAPTER 21 SECTION 27**

To see if the town will vote to amend the Town By-Laws as follows:

Delete Chapter 21 Section 27 Utility Pole By-Law and create new By-Law as follows:

### **CHAPTER 38**

#### **UTILITY POLES**

**Section 1:** No holder of a grant of location pursuant to Massachusetts General Law, Ch. 166, § 22 or any public or private entity or utility company (“Licensee”) or any person having any

facilities attached to Licensee's utility pole, or any of their successors or assigns shall allow or cause the continuation of a condition, such condition being the existence of more than one of Licensee's utility pole(s) within three feet of another of Licensee's utility pole(s) on any public or private way within the Town of Maynard (the "Town"), which condition existed as of or prior to the effective date of this Section 26A, without the prior written permission of the Board of Selectmen of the Town of Maynard (the "Board"). Such permission, which may contain conditions, shall be in the form of an order (the "Order") issued by the Board in the manner hereinafter described.

**Section 2:** Following a public hearing held with not less than fourteen days prior notice to the Licensee and published notice, the Board may issue an Order to Licensee, for itself and as agent for any other person having an interest in such pole(s) or facilities attached thereto, permitting the condition to continue or, upon the determination that more than one utility pole at any given location presents a nuisance, hazard or threat to the public safety, welfare or convenience to the inhabitants of the Town, for the removal, relocation or alteration of or to any utility pole or poles in excess of one at any such location.

**Section 3:** Any Licensee which becomes subject to any Order issued by the Board pursuant to this Section 26A requiring the removal, relocation or alteration of or to any utility pole or poles, shall fully comply with the terms and conditions of any such Order within not less than one hundred and eighty (180) days from the date of its issuance; such period may be extended by the Board in its sole and absolute discretion. In the event of noncompliance with the terms of any such Order issued by the Board, as same may be modified by the Board in its sole and absolute discretion, the Board may take whatever enforcement action it deems appropriate, including, without limitation, the imposition of a fine against Licensee, for itself and as agent for any other person having an interest in such pole(s) or facilities attached thereto, of up to three hundred (\$300.00) dollars per day for each day of noncompliance; removal by the Town or its agents or contractors of any pole or poles subject to such Order (at the sole cost and expense of Licensee, for itself and as agent for any other person having an interest in such pole(s) or facilities attached thereto); injunctive relief in any court of competent jurisdiction restraining the continued existence of any such pole or poles subject to such Order; or any other penalties, impositions or relief as the Board may deem necessary.

**Section 4:** No holder of a grant of location pursuant to Massachusetts General Law, Ch. 166, § 22 or any public or private entity or utility company ("Licensee") or any person having any facilities attached to Licensee's utility pole, or any of their successors or assigns shall, after the effective date of this Section 26B, place more than one of Licensee's utility pole(s) within three feet of another of Licensee's utility pole(s) on any public or private way within the Town of Maynard (the "Town") and allow such condition to continue for more than one hundred fifty (150) days (the "Allowed Period"), without the prior written permission of the Board of Selectmen of the Town of Maynard (the "Board"), which permission may contain conditions.

**Section 5:** Following the expiration of the Allowed Period and a public hearing held with not less than fourteen days prior notice to Licensee and published notice, the Board may issue an "Order" to Licensee, for itself and as agent for any other person having an interest in such pole(s) or facilities attached thereto, permitting the condition to continue beyond the Allowed Period or, upon the determination that more than one utility pole at any given location presents a nuisance,

hazard or threat to the public safety, welfare or convenience to the inhabitants of the Town, may issue an order (the “Order”) to Licensee, for itself and as agent for any other person having an interest in such pole(s) or facilities attached thereto, for the removal, relocation or alteration of or to any utility pole or poles in excess of one at any such location within a stipulated period, such period not to be less than sixty (60) days (the “Removal Period”).

**Section 6:** Any Licensee which becomes subject to any such Order issued by the Board pursuant to this Section 26B requiring the removal, relocation of alteration of or to any utility pole or poles, shall fully comply with the terms and conditions of any such Order within the Removal Period; such period may be extended by the Board in its sole and absolute discretion. In the event of noncompliance with the terms of such Order issued by the Board, as same may be modified by the Board in its sole and absolute discretion, the Board may take whatever enforcement action it deems appropriate, including, without limitation, the imposition of a fine against Licensee, for itself and as agent for any other person having an interest in such pole(s) or facilities attached thereto, of up to three hundred (\$300.00) dollars per day for each day of noncompliance; removal by the Town or its agents or contractors of any pole or poles subject to such Order (at the sole cost and expense of Licensee, for itself and as agent for any other person having interest in such pole(s) or facilities attached thereto); injunctive relief in any court of competent jurisdiction restraining the continued existence of any such pole or poles subject to such Order; or any other penalties, impositions or relief as the Board may deem necessary.

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Approved

*The following action was taken:*

*Motion made and seconded to move Articles 1, 3, 5, 7, 8 and 9 as a consent calendar. Motion carried.*

*Voted: To approve Article 9 as printed in the warrant except the words: To do or act thereon”*

*The Finance Committee recommended.*

#### **ARTICLE 10: ACCEPTANCE OF GIFT OF LAND**

To see if the Town will accept a gift of land located at Parker Street, Maynard, Middlesex County , Massachusetts, shown as “Parcel A” on a certain plan entitled “Approval Not Required Plan of Land Maynard Crossings JV, LLC Lot 152 and 152-1 Map 25 Town Of Maynard Middlesex County Commonwealth of Massachusetts Control Point Associates, Inc. 252 Turnpike Road Southborough, MA 01772 date 9-27-17” ( the “Plan”) which Plan is on file with the Town Clerk, said Parcel A contains 11,529 square feet, more or less, for general municipal purposes under the care, custody and control of the Board of Selectmen, or take any action relative thereto.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION: Approved



*Voted: To approve Article 10 as printed in the warrant except the words: To do or act thereon”  
The Finance Committee recommended.*

#### **ARTICLE 11: ACCEPTANCE OF EASEMENT**

To see if the Town will accept an Easement over, on, below and within that portion of the premises shown as “Easement Area A” on that certain Plan of Land entitled “Easement Plan Maynard Crossings JV, LLC Lot 152 and 152-1 Map 25 Town Of Maynard Middlesex County Commonwealth of Massachusetts Control Point Associates, Inc. 252 Turnpike Road Southborough, MA 01772 date 10-18-17” (the “Easement Plan”) which Plan is on file with the Town Clerk, said Easement Area A contains 21,360 square feet according to said Plan, for general municipal purposes under the care, custody and control of the Board of Selectmen, or take any action relative thereto.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At town meeting

*The following action was taken:*

*Voted: Yes 154, No 6 (106 needed for a 2/3 vote) to approve Article 11 as printed in the warrant except the words “or take any action relative to”*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town bylaw.*

#### **ARTICLE 12: LOCAL ACCEPTANCE OF TAX PROVISION**

##### **Local Acceptance of Tax Provision**

Shall the Town vote to accept the provisions of Massachusetts General Laws Chapter 64N, Section 3 to impose a 3% local sales tax on the sale or transfer of marijuana or marijuana products by a marijuana retailer operating within the Town of Maynard.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At town meeting

*Voted: To approve Article 12 as printed in the warrant except the words: To do or act thereon”  
The Finance Committee recommended.*

#### **ARTICLE 13: BOARD OF SELECTMEN AS LICENSE AUTHORITY CHAPTER 94G SECTION 3**

##### **Board of Selectmen as License Authority**

To see if the Town will vote to amend the Town of Maynard General By-laws, by adding the following chapter, or take any action thereto:

**CHAPTER 39**  
**MARIJUANA LICENSE**

**Section 1:** No person shall carry on the business cultivate, process, package, deliver, obtain, manufacture, process, package, brand, sell or otherwise transfer, or test marijuana or marijuana products, or otherwise operate a Marijuana Establishment as defined by Massachusetts General Laws Chapter 94G within the Town unless first duly licensed thereof by the Board of Selectmen.

**Section 2:** The Board may adopt reasonable rules and regulations related to the issuance of such licenses, including the fees to be paid therefore and the conditions to be satisfied by any applicant for such a license.

**Section 3:** Applicants for a license shall file an application on a form by the Board of Selectmen, signed under the penalties of perjury by the applicant, containing such information as the Board of Selectmen may reasonably require from time to time. Each applicant shall pay an application fee as may be reasonably determined from time to time by the Board of Selectmen.

**Section 4:** The Board of Selectmen must act upon the application at one of their next two regularly scheduled meetings, holding a public hearing thereon, with due written notice provided to the applicant of the time, date and location where such hearing will be heard.

**Section 5:** The Board of Selectmen may approve, deny or approve the application with conditions. Such decision shall be based on the evidence taken at the public hearing, consistent with the protection of the health, safety and welfare of the public, and consistent with the regulations promulgated by such board.

**Section 6:** The Board of Selectmen may issue orders as appropriate to aid in the enforcement of this regulation and may enforce these provisions in equity, including the request for injunctive relief, in a court of competent jurisdiction. Any failure to comply with any Order issued hereunder shall result in the issuance of a formal warning. Any failure to comply with such a warning shall result in a fine of \$100.00. Any failure to comply after the issuance of said initial fine may be punishable by a subsequent fine of \$300.00. Each day of a continued non-compliance shall constitute a separate violation. Further, the Board of Selectmen may hold a hearing, with notice to the licensee, to determine if such license should be modified, suspended or revoked.

**Section 7:** Home Rule Amendment [art. 89 of the Amendments to the Massachusetts Constitution]; Charter, Article 3, Section 3-2, Massachusetts General Laws, Chapter 94G, § 3, 935 CMR 500.000.

SPONSORED BY: Board of Selectmen

APPROPRIATION: None

FINCOM RECOMMENDATION: At town meeting

*The following action was taken:*

*Voted: To approve Article 13 as printed in the warrant, except, in Section 6, the third and fourth sentence shall be omitted and read instead: Any failure to comply with such a warning shall result in a fine of \$100.00. Any failure to comply after the issuance of said initial fine may be punishable by a subsequent fine of \$300.00. And except the words "to do or act thereon"*

## ARTICLE 14: **AMEND THE TOWN OF MAYNARD ZONING BY-LAWS – MARIJUANA RETAILER**

To see if the Town will vote to amend the Town of Maynard Zoning By-laws as follows:

- 1. AMEND SECTION 3.1.2, USE REGULATIONS, TABLE A, “4. BUSINESS USES”** to add and allow the following use by Special Permit of the Planning Board within the: “Business” (B) “Central Business” (CB), and “Health Care Industrial” (HCI) Zoning Districts: **Marijuana Retailer**.

This will amend the Use Regulations Table as depicted below.

<b>4. Business Uses</b>	<b>S-1</b>	<b>S-2</b>	<b>GR</b>	<b>B</b>	<b>CB</b>	<b>HCI</b>	<b>I</b>	<b>GA</b>	<b>OS</b>
<i>Marijuana Retailer</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>PB</i>	<i>PB</i>	<i>PB</i>	<i>N</i>	<i>N</i>	<i>N</i>

- 2. AMEND SECTION 3.1.2, USE REGULATIONS, TABLE A, “5. INDUSTRIAL USES”**, to add and allow the following uses by Special Permit of the Planning Board within the: “Health Care Industrial” (HCI) and “Industrial” (I) Zoning Districts: **Craft Marijuana Cultivator Cooperative, Marijuana Cultivator, Marijuana Testing Facility, and Marijuana Product Manufacturer**.

This will amend the Use Regulations Table as depicted below.

<b>5. Industrial Uses</b>	<b>S-1</b>	<b>S-2</b>	<b>GR</b>	<b>B</b>	<b>CB</b>	<b>HCI</b>	<b>I</b>	<b>GA</b>	<b>OS</b>
<i>Craft Marijuana Cultivator Cooperative</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>PB</i>	<i>PB</i>	<i>N</i>	<i>N</i>
<i>Marijuana Cultivator</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>PB</i>	<i>PB</i>	<i>N</i>	<i>N</i>
<i>Marijuana Testing Facility</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>PB</i>	<i>PB</i>	<i>N</i>	<i>N</i>
<i>Marijuana Product Manufacturer</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>PB</i>	<i>PB</i>	<i>N</i>	<i>N</i>

- 3. AMEND SECTION 3.1.2, USE REGULATIONS, TABLE A, “5. ACCESSORY AND OTHER USES”**, to prohibit a **Craft Marijuana Cultivator Cooperative** as an accessory use in all zoning districts.

This will amend the Use Regulations Table as depicted below.

<b>6. Accessory</b>	<b>S-1</b>	<b>S-2</b>	<b>GR</b>	<b>B</b>	<b>CB</b>	<b>HCI</b>	<b>I</b>	<b>GA</b>	<b>OS</b>
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Uses and Other Uses									
<i>Craft Marijuana Cultivator Cooperative</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>

#### **4. AMEND SECTION 7.9 TO INCLUDE THE FOLLOWING USE REGULATIONS:**

**7.9.1 Spacing Requirements.** No Marijuana Establishment shall be located within three hundred (300) feet of a pre-existing public or private school providing education in kindergarten or any of grades 1 through 12.

Distances shall be calculated by direct measurement of a straight line from the nearest point of the school to the nearest point of the Marijuana Establishment premises to be licensed.

#### **7.9.4 Further Criteria:**

1. In addition to this by-law, any permit applied for and/or issued shall comply with all State laws and regulations concerning Marijuana Establishments.
2. In addition to the criteria and requirements set forth hereunder, the provisions of Section 10.4 shall apply to Special Permits under this Section.
3. No permit shall be granted hereunder to any applicant, principal officer, agent, owner or manager of a Marijuana Establishment who has been convicted of a felony in the Commonwealth of Massachusetts or convicted of an offense in another state that would be a felony in the commonwealth, except a prior conviction solely for a marijuana offense or solely for a violation of section 34 of chapter 94C of the General Laws, unless the offense involved distribution of a controlled substance, including marijuana, to a minor. The application shall include proof of the foregoing, by sworn statement and including submission to a CORI from the Chief of Police for each of the aforementioned individuals. The Chief of Police shall report to the SPGA prior to the close of the public hearing whether or not the applicant complies with these criteria.
4. The hours of operation of a Marijuana Establishment may be set by the SPGA.
5. There will be no products displayed in the facility's windows or visible from any street or parking lot.
6. Signage will conform to the sign by-laws in Section 6.2 and any exterior sign may identify the establishment but will not contain any other advertisement.

#### **5. AMEND SECTION 11.0 TO ADD THE FOLLOWING DEFINITIONS:**

**Craft Marijuana Cultivator Cooperative** is a marijuana cultivator comprised of residents of the commonwealth organized as a limited liability company or limited liability partnership

under the laws of the commonwealth, or an appropriate business structure as determined by the commission, and that is licensed to cultivate, obtain, manufacture, process, package and brand marijuana and marijuana products to deliver marijuana to marijuana establishments but not to consumers, as defined the Massachusetts General Laws, Chapter 94G.

**Marijuana Cultivator** is an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers, as defined the Massachusetts General Laws, Chapter 94G.

**Marijuana Establishment** is considered a cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of licensed marijuana-related business, all as defined the Massachusetts General Laws, Chapter 94G, said Marijuana Establishments shall be deemed independent of any other definition in this by-law and not a subset or subcategory of any other category.

**Marijuana Product Manufacturer** is an entity licensed to obtain, manufacture, process and package marijuana and marijuana products, to deliver marijuana and marijuana products to marijuana establishments and to transfer marijuana and marijuana products to other marijuana establishments, but not to consumers, as defined the Massachusetts General Laws, Chapter 94G.

**Marijuana Retailer** is an entity licensed to purchase and deliver marijuana and marijuana products from marijuana establishments and to deliver, sell or otherwise transfer marijuana and marijuana products to marijuana establishments and to consumers, as defined the Massachusetts General Laws, Chapter 94G, further provided that Marijuana Retailers may not be considered Retail Business in any other context.

**Marijuana Testing Facility** is an entity licensed to test marijuana and marijuana products, including certification for potency and the presence of contaminants, as defined the Massachusetts General Laws, Chapter 94G.

To do or act thereon.

SPONSORED BY: Planning Board  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At town meeting

1. A Marijuana Retailer use within the “Central Business” (CB), “Business” (B) and “Health Care Industrial” (HCI) Zoning Districts.
2. A Craft Marijuana Cultivator Cooperative, Marijuana Cultivator, Marijuana Testing Facility, or Marijuana Product Manufacturer use within the “Health Care Industrial” (HCI) and “Industrial” (I) Zoning Districts.

Maynard voters approved Question 4 appearing on the state election ballot on November, 2016 to allow the non-medical use of marijuana by adults. Because of the approval of Question 4, without zoning by-



laws the location of Marijuana Establishments would be largely unrestricted in commercial zoning districts. This article creates zoning by-laws to regulate where Marijuana Establishments can be located.

The proposed zoning by-laws in this article cover only the basic zoning restrictions. Additional regulatory framework will be developed from the Board of Selectmen and the Board of Health.

*The following action was taken:*

*Voted: Yes 146, No 30 (117 needed for a 2/3 vote) to approve Article 14 as printed in the warrant except the words “To do or act there on”*

*The Finance Committee recommended.*

*The Planning Board recommended.*

*This article was voted by a secret ballot as required per Town bylaw.*

#### **ARTICLE 15: ACQUISITION OF LAND FOR FIRE DEPARTMENT**

To see if the Town will vote to authorize the Board of Selectman to purchase, acquire, or take by eminent domain, and to raise and appropriate, either by appropriation, borrowing or otherwise, a sum of money to fund said purchase or taking along with all associated legal and engineering costs necessary, a portion of the property located at 30 Sudbury Street and portions of 146 Main Street, as well as a portion of Church Place, so called, Maynard, Massachusetts as more fully set forth on a plan by Nitsch Engineering, 2 Center Plaza, Suite 430, Boston MA, titled “Proposed ANR Limits / Final Parcel Exhibit” dated 7/26/17 revised dated February 5, 2018 (see Appendix A, page 20) including 41,418sq. ft. more or less, shown as the area indicated as the “Proposed Limits of Final Parcel Configuration for Taking” and which plan is on file with the Town Clerk, the acquisition of said land having been determined to be necessary for the health and welfare of the inhabitants of Maynard and to be used for fire department purposes under the care, custody and control of the Board of Selectman; or pass any vote or take any action relative thereto

To do or act thereon.

SPONSORED BY:	Board of Selectmen
APPROPRIATION:	\$460,000 from Capital Stabilization
FINCOM RECOMMENDATION:	At town meeting

*The following action was taken:*

*Voted: Yes 182, No 22 (136 needed for a 2/3 vote) to authorize the Board of Selectmen to purchase, acquire, or take by eminent domain, a portion of the property located at 30 Sudbury Street and portions of 146 Main Street, as well as a portion of Church Place, so called, Maynard, Massachusetts as more fully set forth on a plan by Nitsch Engineering, 2 Center Plaza, Suite 430, Boston, MA, titled “Proposed ANR Limits/Final Parcel Exhibit” dated 7/26/17 revised February 5, 2018 including 41,418 sq. ft. more or less, shown as the area indicated at the “Proposed Limits of Final Parcel Configuration for Taking and which plan is on file with the Town Clerk, the acquisition of said land having been determined to be necessary for the health and welfare of the inhabitants of Maynard and to be used for fire department purposes under the care , custody and control of the Board of Selectmen and to pay for such acquisition and related legal and engineering costs that the Town appropriate \$460,000.00from Capital Stabilization for said purpose.*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town bylaw.*

*Motion made and seconded to dissolve the Special Town Meeting of March 26, 2018 at 8:23 p.m. Motion carried.*

***Annual Town Meeting (May 21, 2018):***



**COMMONWEALTH OF MASSACHUSETTS  
MIDDLESEX, SS.  
TOWN OF MAYNARD**  
Report, Budget, Recommendations, and Official Warrant  
**ANNUAL TOWN MEETING**  
Monday, May 21, 2018 at 7:00 P.M.  
FOWLER SCHOOL AUDITORIUM  
Three Tiger Drive

*The following action was taken:*

*At 7:00 p.m. on May 21, 2018, the Moderator Dick Downey called the Annual Town Meeting to order.*

*A quorum was present.*

*Guests were acknowledged and admitted.*

*Voted: To appoint Jack MacKeen as Deputy Moderator.*

*Voted: To waive the reading of the warrant in its entirety.*

**ARTICLE 1: AMEND ZONING BY-LAW**

To see if the town will vote to amend the zoning By-Law by making the following changes to section 3.1.2, Table A Use regulations:

Item 1. In subsection 4, Business Uses, Column for the Industrial ("I") District, change the entry for "Medical Office" from "N" to "PB".

Item 2. In subsection 4 Business Uses, Column for the Industrial ("I") District, change the entry for "Clinic and Healthcare facility, with ancillary uses" from "N" to "PB".

To do or act thereon.

SPONSORED BY:	Citizen Petition
APPROPRIATION:	None
FINCOM RECOMMENDATION:	At Town Meeting

*The following action was taken:*

*Voted: Yes 229, No 16 (163 needed for a 2/3 vote) to amend the Zoning By-law by making the following change to section 3.1.2, Table A Use Regulations:*

*In subsection 4, Business Uses, Column for the Industrial (“I”) District, change the entry for “Medical Office” from “N” to “PB”.*

*This article was voted by a secret ballot as required per Town by-law.*

*The Finance Committee recommended.*

*The Planning Board recommended.*

## **ARTICLE 2: TOWN REPORT ACCEPTANCE**

To hear and act upon the reports of Town Officers and Committees.

To do or act thereon.

SPONSORED BY: Board of Selectmen

APPROPRIATION: None

FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Voted: To approve Article 2 as printed in the warrant except the words “to do or act thereon.” And to accept the Town Report and receive the Master Plan Report presented this evening.*

*The Finance Committee recommended.*

## **ARTICLE 3: OBSOLETE EQUIPMENT, MATERIAL**

To see if the town will vote to authorize the Board of Selectmen to dispose of surplus and or obsolete equipment or materials, as authorized by G.L. c. 30b.

To do or act thereon.

SPONSORED BY: Board of Selectmen

APPROPRIATION: None

FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*To approve Article 3 as printed in the warrant, except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

## **ARTICLE 4: DISPOSAL OF 12 BANCROFT (COOLIDGE SCHOOL)**

To see if the town will change the use of a portion of the property at 12 Bancroft Street (the Coolidge School), located on Assessor’s Map 20 and Lot 234 from general municipal use as shown on the plan entitled “12 Bancroft Street” by Stamski & McNary, Inc. and dated March 2, 2016 which is on file with the Office of the Town Clerk (portion to be considered is referred to as ‘Lot 1’ in the plan), to a property for sale and to authorize the Board of Selectmen to sell said property on the terms and conditions it deems appropriate and are in the best interest of the Town and to enter into any and all agreements to effectuate same.

To do or act thereon.

SPONSORED BY: Board of Selectmen

APPROPRIATION: \$0

FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*This Article was defeated.*

**ARTICLE 5: GENERAL BY-LAW 36 TO ADD A RECREATION REVOLVING FUND**

To see if the town will vote to Amend General By-Law Chapter 36 Section 5 by adding a new line to the table as follows:

Revolving Fund	**Authorized Department to Spend	Revenue Source	Use of Fund	Fiscal Years
Recreation	Recreation Commission through Town Administrator	Fees from the Recreation Commission Programs	Implementation of the Recreation Commission Programs	Fiscal Year 2019 and subsequent years

To do or act thereon.

SPONSORED BY: Board of Selectmen  
 APPROPRIATION: None  
 FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Voted: To approve Article 5 as printed in the warrant, except the words “to do or act thereon.”  
 The Finance Committee recommended.*

**ARTICLE 6: AUTHORIZE REVOLVING FUNDS CHAPTER 44, SECTION 53E1/2**

To see if the Town will vote to authorize the total expenditures for the following revolving funds pursuant to G.L. c.44 § 53E ½ for the fiscal year beginning July 1, 2018 (FY2019) to be expended in accordance with the bylaws heretofore approved.

Revolving Fund	Spending Limit
Conservation Commission - Wetlands Bylaw Consultant Fees	\$15,000.00
Planning Board - Site Plan Review	\$25,000.00
Disposal - Drop Off Center	\$15,000.00
Board of Health - Licensing Fees	\$15,000.00
Council on Aging - COA Van Service	\$70,000.00
Sealer of Weights & Measures	\$ 5,000.00
Electrical/Wiring Inspection Services	\$65,000.00
Plumbing & Gas Inspection Services	\$50,000.00
Municipal Permitting	\$20,000.00
Recreation Revolving	\$20,000.00
<b>TOTAL OF ALL REVOLVING FUNDS</b>	<b>\$300,000.00</b>

To do or act thereon.

SPONSORED BY: Board of Selectmen  
 APPROPRIATION: None  
 FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Yes 237, No 8 to approve Article 6 as printed in the warrant, except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

#### **ARTICLE 7: AMEND BY-LAW CHAPTER 18 SECTION 4A**

To see if the town will vote to amend the Town By-Law as follows:

In Chapter 18, Section 4A, replace the text, “Every dwelling, building or structure,” with the text “Every dwelling, building, or structure, commercial or residential,”

and in Chapter 18, Section 4B, replace the text, “Penalty: First Offense - Written Warning Each Subsequent Offense - \$10.00” with the text, “Penalty: First Offense - Written Warning with reasonable notice to correct Each Subsequent Offense - \$100.00”

To do or act thereon.

SPONSORED BY: Bylaw Committee

APPROPRIATION: None

FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Voted: To approve Article 7 as printed in the warrant except the words, “to do or act thereon.”*

*The Finance committee recommended.*

#### **ARTICLE 8: AMEND BY-LAW CHAPTER 28 FIRE ALARMS SYSTEMS**

To see if the town will vote to amend the Town By-Law by replacing the current Chapter 28, Fire Alarms Systems with the following:

### **CHAPTER 28 FIRE ALARM SYSTEMS**

**Section 1: Definitions.** When used in this By-law, unless a contrary intention clearly appears, the following words shall have the following meanings:

A. “Central Station Operating Company”: A company equipped to receive a fire alarm signals from its customers, and which receives alarm signals and communicates the location of any such alarm signals to the Maynard Communications Center.

B. “False Alarm”: For the purposes of this By-law, a false fire alarm shall be defined as follows:

1. The operation of a faulty smoke or heat detection device.
  2. Faulty control panel or associated equipment.
  3. A water pressure surge in automatic sprinkler equipment.
  4. Accidental operation of automatic sprinkler.
  5. An action by an employee of the owner, occupant of the protected premises, or a contractor employed by the owner or the occupant, causing accidental activation of an internal fire alarm system.
- C. “Fire Alarm Malfunction”: The transmittal of a fire alarm to a Central Station Operating Company or directly to the Maynard Communications Center by way of a radio box which alarm is caused by improper installation of a fire alarm system, a mechanically defective fire alarm system, lack of maintenance or some other reason that causes a fire alarm to sound even though there is no actual fire or situation that reasonably could evolve into a fire.

D. “Fire Alarm Systems”: Any heat-activated, smoke activated, flame-energy-activated or other such automatic device capable of transmitting a fire alarm signal to either a Central Station Operating



Company or directly to the Maynard Communications Center by way of a radio box, or communicates with a central station operating company using a UL approved device.

E. “Fire Alarm System Owner”: An individual or entity which owns the title to and/or maintains a fire alarm system equipped to send a fire alarm signal to a Central Station Operating Company or directly to the Maynard Communications Center by way of a radio box.

F. “Fire Chief”: The Chief of the Maynard Fire Department (“M.F.D.”).

G. “Knox Box”: a secure box that provides a secure location for keys and vital information associated with a building. A Knox Box is purchased through the Knox Box Company with approval from the Maynard Fire Department. The Knox Box approved by the M.F.D. is provided with a unique lock for which only the M.F.D. has keys. Knox Boxes are the only type of lock box allowed by the M.F.D.

H. “Radio Box Owner”: An individual or entity who owns a commercial building, or business or residential premises, which maintains a fire alarm system equipped to send a fire alarm signal directly to the Maynard Communications Center by way of a radio box.

## **Section 2:**

A. Every Radio Box Owner, whose fire alarm system as of the date of adoption of this By-law is connected to the Maynard Communications by way of a radio box, shall pay the following fees:

Annual Fee for Churches and Non-Profit Organizations \$ 75.00

Annual Fee for All Others \$200.00

B. Every Master Box Owner whose fire alarm system is connected after the date of adoption of this By-law to the M.F.D. by way of a master box shall pay the following fees.

Annual Fee for Churches and Non-Profit Organizations \$ 75.00

Annual Fee for All Others \$200.00

C. Before any fire alarm system is connected to the Maynard Communications Center, the Radio Box Owner shall provide the Fire Chief with the following information, and agrees to keep information current:

1. The name, address, and home and work telephone numbers of the Radio Box Owner and other persons or businesses protected who may be listed as key-holders or property representatives.

2. The street address where the radio box is located.

3. The names, addresses and home and work telephone numbers of at least two persons other than the owner who can be contacted twenty-four hours a day, who are authorized by the Radio Box Owner to respond to an alarm signal and who have access to the premises in which the master box is located.

4. The insurance carrier (with a copy of the insurance policy) for the building.

5. Such other information as the Fire Chief may require.

D. If, as of the date of adoption of this By-law a fire alarm system has already been connected to the Maynard Communication Center by way of a radio box, the Radio Box Owner shall comply with the requirements of this section within sixty (60) days after the M.F.D. has sent the Radio Box Owner notice by certified mail, return receipt requested, of the requirements of this section.

E. If a Radio Box Owner fails to comply with any part of this section, the Fire Chief may assess a fine of fifty dollars (\$50.00) for each day of non-compliance.

## **Section 3:**

A. Every Central Station Operating Company which makes a direct connection after the date of adoption of this By-law to the Maynard Communications Center shall pay the following fees:

Permit Fee \$ 20.00

Connection Fee \$100.00

Annual Fee for Churches and Non-Profit Organizations \$ 75.00

Annual Fee for All Others \$200.00

B. Before any Central Station Operating Company is connected with the M.F.D., the building owner shall provide the Fire Chief with the following information:

1. The name, address, and telephone numbers of the Central Station Operating Company.

2. The names, addresses and home and work telephone numbers of at least two persons who can be contacted twenty-four hours a day, who are authorized by the building owner to respond to an alarm

signal, or other emergency, and who have access to the premises from where the alarm signal is emitting to the Central Station Operating Company.

3. The insurance carrier (with a copy of the insurance policy) for the company.

4. An approved Knox Box secured to the building with keys to all suites, units, or apartments properly labeled. Such other information as the Fire Chief may require.

C. If upon adoption of the By-law a Central Station Operating Company already has a direct connection to the Maynard Communication Center., the Central Station Operating Company shall comply with the requirements of this section within sixty (60) days after the M.F.D. has sent it notice by certified mail, return receipt requested, of the requirements of this section.

D. If a Central Station Operating Company fails to comply with section, the Fire Chief may assess a fine of fifty dollars (50.00) for each day of non-compliance to the building owner.

**Section 4:** Every building owner shall be responsible for updating the information herein required to be provided to the Fire Chief. If the information provided changes, the building owner shall provide the Fire Chief with the updated information and shall pay the fee, if required by this By-law. If a building owner fails to comply with this section, the Fire Chief may assess a fine of fifty dollars (\$50.00) for each day of non-compliance.

**Section 5:** If there is a Fire Alarm System Malfunction, the Fire Chief, Fire Captains and/or Police Officers in accordance with Massachusetts General Law, Ch. 40, §21D shall be deemed to be the Enforcing Person and may assess a fine against a fire alarm system owner for each malfunction occurring during any fiscal year according to the following schedule:

A. First through third Fire Alarm System Malfunction, no charge

Upon recording of the third Fire Alarm System Malfunction by the M.F.D., the Fire Chief shall provide written notice of said Fire Alarm System Malfunctions and a copy of this bylaw to the owner of the building, by certified mail.

Fourth through sixth Fire Alarm System Malfunction \$100.00 per occurrence

Seventh through eleventh Fire Alarm System Malfunction \$200.00 per occurrence

Each Fire Alarm System Malfunction after the eleventh \$300.00 per occurrence

B. Private fire alarm systems connected through a Central Station Operating Company system shall also be subject to the above fines.

C. Any Fire Alarm System Malfunction which is the result of the failure of the property owner, occupant or their agents to notify the M.F.D. of repair, maintenance or testing of an internal fire alarm system within the protected premises, shall cause a penalty to be assessed in accordance with part A of this Section 7.

D. Property owners will be billed once a month for the Fire Alarm System Malfunction activity occurring during the previous month.

E. If any bill is not paid within thirty (30) days of issuance, written notice will be sent; if the bill is not paid after a second (30) day period, a final notice will be sent informing the owner and/or occupant that the master box, or radio box will be disconnected and the Fire Alarm System Owner's insurance company notified.

**Section 6:** No Fire Alarm System shall be equipped with a tape dialer or similar automatic telephone device which will transmit an alarm message to any telephone lines of the M.F.D., or the Maynard Communications Center. If, upon adoption of this By-law, a Fire Alarm System is equipped with such a tape dialer or similar automatic telephone device, the Fire Alarm System Owner shall have sixty (60) days from adoption of this By-law to disconnect such tape dialer or similar automatic telephone device. If a Fire Alarm System Owner fails to comply with this section, the Fire Chief may assess a fine of fifty dollars (\$50.00) for each day of non-compliance.

**Section 7:**

A. Any building other than a residential building of less than six (6) units, which has an Fire Alarm System or other fire protection system, shall have a Knox Box installed. The Knox Box will be installed in a location accessible to the M.F.D. in case of emergency. This Knox Box shall be approved by the M.F.D. Keys to the structure served by the Fire Alarm System, keys to fire alarm control panels and other

keys necessary to operate or service the Fire Alarm System shall be provided to the M.F.D. In addition, if required by the Fire Chief, a Knox Box, sufficient in size as determined by the Fire Chief, shall be installed and shall contain an updated and accurate list and federal OSHA Form 20 Material Safety Data Sheets for hazardous substances present on the site in “significant quantities”. As used herein, the phrases “hazardous substances” and “significant quantities” shall be defined by applicable Town, Commonwealth of Massachusetts and Federal Regulations governing the storage of these substances.

B. The Knox Box shall be approved by the Fire Chief and compatible with the Knox Box System presently in use. The Knox Box shall be located and installed as approved by the Fire Chief.

C. No permit for a Fire Alarm System will be issued until the permit applicant has placed an order for a Knox Box as specified above.

D. Any building owner violating Section 9 of this By-law after receiving due notice by the M.F.D. shall be subject to a fine of fifty dollars (\$50.00) for each day of non-compliance.

E. Every building owner whose fire alarm system is already connected by Radio box to the Maynard Communications Center on the effective date of this By-law shall have ninety (90) days to order a Knox Box to comply with this section. Failure to comply shall be subject to the fifty dollars (\$50.00) fine for each day of non-compliance.

**Section 8:** Any Fire Alarm System Owner who is aggrieved by an action taken by the Fire Chief under this By-law may within ten (10) days of such action, file an appeal, in writing, to the Board of Selectmen of the Town of Maynard (the “Board”). After public notice the Board shall hold a hearing, after which it shall issue a decision in which it may suspend, affirm, annul, or modify the action taken by the Fire Chief giving its written reasons therefore. The Board shall send its decision to the owner by first class mail within ten (10) days after the hearing. The decision of the Board shall be a final administrative decision. The owner shall have thirty (30) days from the date of the written decision to seek judicial review in the Middlesex County Superior Court.

**Section 9:** The Fire Chief may promulgate such regulations as may be necessary to implement this By-law. The Fire Chief is authorized to pursue such legal action as may be necessary to enforce this By-law.

**Section 10:** All fees and fines collected shall be paid to the Town Treasurer and Collector for deposit in the General Fund. The Town Treasurer and Collector shall provide quarterly reports to the Fire Department advising them of collections and payments.

**Section 11:**

A. The provisions of this By-law shall be deemed to be severable, and if any of its provisions shall be held unconstitutional by any court of competent jurisdiction, the decision of such court shall not affect or impair any of the remaining provisions.”

To do or act thereon.

SPONSORED BY: Bylaw Committee

APPROPRIATION: None

FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*To approve Article 8 as printed in the warrant except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

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## **ARTICLE 9: SALARY ADMINISTRATION PLAN**

To see if the town will approve the changes to the Salary Admin Plan for Fiscal Year 2019.

To do or act thereon.

SPONSORED BY: Board of Selectmen

APPROPRIATION: \$0  
FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Yes 227, No 15 to approve Article 9 as printed in the warrant with attached appendix B, except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

#### **ARTICLE 10: AMEND BY-LAW CHAPTER 30 UNDERGROUND FUEL STORAGE**

To see if the town will vote to amend the Town By-Law by replacing the current Chapter 30, Underground Fuel Storage with the following:

### **CHAPTER 30 UNDERGROUND FUEL STORAGE**

**Section 1:** This By-law is adopted for the regulation and restriction of underground gasoline or fuel storage tanks over one thousand (1,000) gallons within the Town of Maynard (“The Town”), in order to protect, preserve and maintain groundwater and surface waters from contamination and to assure the public health and safety.

**Section 2:** This Underground Fuel Storage By-law is hereby declared to be remedial and protective and is to be construed so as to secure the beneficial interests and purposes thereof. It is adopted by the Town under its home rule powers, its police powers to protect the public health and welfare, and its authorization under Massachusetts General Law, Ch. 40, § 21.

**Section 3:** Definitions as used in this By-law:

A. “Abandoned” shall mean being out of service for a continuous period in excess of six months, in the case of a storage facility for which a license from the local licensing authority is required under the provisions of Massachusetts General Law, Ch.148, Sec. 13, as amended and for a period in excess of twenty-four (24) months, in the case of any other storage facility.

B. “Fire Chief” shall mean the Chief of the Fire Department for the Town of Maynard.

C. “Operator” shall mean the lessee of a storage facility or the person or persons responsible for the daily operation of a storage facility.

D. “Owner” shall mean the person or persons or government entity having legal ownership of a storage facility.

E. “Storage Facility” shall mean one (1) or more tanks, at a particular site, together with its or their components, used, or designed to be used, for the underground storage of liquid petroleum products such as gasoline, fuel oil, lubricating oil or waste oil.

F. “Underground Tank” shall mean any fuel storage container system for liquid petroleum products such as gasoline, fuel oil, lubricating oil or waste oil with a capacity in excess of one thousand (1,000) gallons, the top of which is below the ground. This definition does not include storage in a freestanding container within a building.

**Section 4:** Underground tanks shall not be installed within two hundred fifty (250) feet of a surface of water.

**Section 5:**

A. Underground tanks shall be constructed of non-corrosive material such as fiberglass reinforced resin or its equivalent externally bonded to a steel tank; or underground steel tanks must be cathodically protected by an impressed current cathodic protection, sacrificial anodes, or some other type of equivalent protection. All tanks must be internally coated by the manufacturer for corrosive resistance.

B. Underground piping shall be constructed of non-corrosive materials such as FRP or its equivalent; or underground steel piping must be cathodically protected by impressed current cathodic protection, sacrificial anodes, or some other type of equivalent protection.

C. If a cathodic protection system is installed, an ongoing preventative maintenance program shall be used. If sacrificial anodes have been installed, their proper operation shall be confirmed by a qualified person at least once a year. If an impressed current cathodic protection system is installed, the operator shall verify that it is operating at least once a month, and at least once a year measure the structure to soil and structure to structure potentials, and the rectified voltage and current output. If any such system does not have adequate negative voltage, or is otherwise defective, the owner shall have the system repaired promptly by a qualified person. All results must be submitted to the Fire Department within five (5) days of each test or inspection.

D. All new and replacement tanks must be equipped with striker plates below openings used for product measurement or filling.

E. All submersible-pumping systems for newly installed tanks used to store automotive fuel shall be equipped with emergency shut-off valves under each dispenser and with delivery line leak detectors. The shut-off valves and leak detectors shall be tested by a qualified person upon installation and at least annually thereafter. No suction pumping system shall be equipped with any check valve in the piping except at the tank end, and any such check valve shall be so installed that it may be tested or replaced without disturbing other elements of the storage facility.

F. Every newly installed tank shall be equipped with an overfill prevention system. If a tank is filled by gravity flow, it must be equipped with a float vent valve or other device that provides equal or better protection from overfilling. If the tank is filled under pressure, it must be equipped with a combined audible and visual high-level alarm. Any such system shall be tested by a qualified person upon installation and at least annually thereafter.

#### **Section 6:**

A. A tank shall not be buried until it has been inspected and approved by the Fire Chief or designee.

B. Tanks must be installed in accordance with the manufacturer's installation techniques. Damage to protective coatings or to the FRP tank or surface must be repaired prior to covering the tank.

C. The owner's expense, new underground tanks shall be tested for tightness hydrostatically or with air press at not less than three (3) pounds per square inch and not more than five (5) pounds per square inch after installation, but before being covered or placed in use.

D. At the owner's expense all piping, before being covered enclosed or placed in use, shall be hydrostatically tested to 150 percent of the maximum anticipated pressure of the system, or pneumatically tested to 100 percent of the maximum anticipated pressure of the system, but not less than fifty (50) pounds per square inch gage at the highest point of the system. If a pneumatic test is performed, all joints and connections shall be coated with a soap solution and the test shall be maintained for a sufficient time to complete visual inspection of all joints and connections, but for at least ten (10) minutes.

E. The backfill material for all newly installed tanks or any repairs to tanks already installed tanks shall be either pea gravel or clean, non-corrosive sand, free of cinders, stones and any other foreign material, the material under the tank to be compacted and contoured to the shape of the tank before the tank is installed, the balance to be thoroughly compacted.

F. Underground tanks that are to be located in areas subject to flooding or below the maximum water table elevation must be anchored according to manufacturer's instructions.

#### **Section 7:**

A. All underground tanks, except fuel oil tanks and containers connected with burning equipment, shall be installed and monitored for the prevention and detection of leakage in accordance with the following provisions.

B. Accurate daily inventory records by means of dip sticking shall be maintained and reconciled on all liquid underground tanks for indication of possible leakage from said tanks or piping. The records shall be kept on the premises, available for inspection by the Fire Chief or designee, and shall include, as a minimum, records showing type of product, daily reconciliation between sales, use, receipts and inventory on hand. If there is more than one system consisting of a tank(s), serving pump(s) or dispenser(s) for any product, the reconciliation shall be maintained separately for each tank system.

C. The daily inventory records must be shown to the Fire Chief or designee, prior to issuance of a permit or license renewal.



D. For every storage facility covered by the inventory control requirements of this section, the owner shall, at least annually and at the owner's expense, submit the daily inventory records of the most recent calendar month for leak detection statistical analysis by any professionally qualified person. The person performing such analysis shall promptly submit certified copies of the results of that analysis to the owner and to the Fire Chief. If the analysis by the qualified person determines, on the basis of that analysis, there is a probability of a leak from any tank or its components in that facility, the owner shall within three (3) working days, take the steps outlined in Section 7(F) with respect to that tank and its components; or, in the case of a combination, with respect to each tank and its components.

E. The Fire Chief or designee shall require the owner of an underground tank storage system to test the system for tightness as provided in Section 6(C), at the owner's expense, when accurate daily inventory records have not been maintained as specified in Section 7(A).

F. If daily inventory records indicate a loss of product in excess of 0.5 percent of the volume of the product used or sold, or an abnormal increase in the amount of water contained in the tank, the following steps shall be taken, as a minimum, by the owner or operator within three (3) working days:

1. The inventory records shall be checked for error.
2. If no error is apparent, an independent calculation of apparent loss shall be made by a qualified person starting from a point in time where the records indicate a no loss condition.
3. If step 2 confirms no apparent loss, the readily accessible physical facilities on the premises shall be carefully inspected for evidence of leakage.
4. If step 3 does not disclose a leak, the dispensers used with the particular product involved with the apparent loss shall be checked for calibration.
5. If steps 1 through 4 do not explain the apparent loss, the situation shall be reported promptly to the Fire Department.
6. If step 4 does not explain the loss, and if the piping system can be tested without the need for excavation, the piping system between the storage tank and the dispenser(s) shall be tested in accordance with Section 6(D). If it is necessary to excavate to perform a piping test, such test shall be conducted after a storage tank test has been performed in accordance with step 7.
7. If step 6 does not disclose a leak, the storage tank(s) shall be tested for tightness in accordance with Section 6(C).
8. If steps 1 through 7 do not confirm the apparent loss, the daily inventory shall be continued with a daily independent verification by a qualified person. Additional surveillance of the facility should be engaged to insure against unauthorized removal of product.
9. If any of the above tests or investigations indicates the source of the loss, the owner or operator shall take immediate action to correct the system failure.

#### **Section 8:**

A. Unless the owner or operator demonstrates to the Fire Chief or designee, that their tank(s) are constructed of a material that will not corrode, has product sensors, or has been repaired or tested within the last year, underground tanks shall be required, at the expense of the owner, to undergo a hydro-static precision test; or the equivalent as determined by the Fire Chief or designee, at five-year intervals from the date of installation, up to the twentieth year, and annually thereafter. The Fire Chief or designee shall be given a least 48 hours' notice of time, date, and place of testing. Tests must be performed by a person or firm qualified to perform such testing and all results must be promptly submitted to the Maynard Fire Department.

B. If flammable fluids or their vapors have been detected in neighboring structures, sewers, or wells on or off the property locations, the Fire Chief or designee, may require that any nearby tank, including underground residential tanks less than 1000 gallons, be tested at the expense of each tank's owner.

#### **Section 9:**

A. Any person who is aware of a spill, leak or loss of contents of an underground tank must report such spill or loss to the Fire Department immediately. The Fire Department must be responsible for other notification, including the Board of Health, and Massachusetts Department of Environmental Protection.

B. With respect to fuel oil tanks, heating fuel service companies and suppliers shall notify the tank owner and the Fire Department of any significant and unaccounted for increase in consumption which may



indicate a leak in the tank or system. If such increase is discovered by the owner, he shall notify the Fire Department. If a leak is confirmed, the tank must be repaired or replaced, under the direction of the Fire Chief or designee.

**Section 10:**

A. After a leak is confirmed, underground tanks (or piping), must be emptied immediately, and removed or repaired forthwith, under the direction of the Fire Chief or designee.

B. A leaking tank that is twenty (20) years old or older that does not comply with the design standards in Section 5(A) must be removed and may not be repaired. A permit for its removal must be obtained in accordance with Massachusetts General Law, Ch.148, and Section 38A.

C. A leaking tank that is less than twenty (20) years old must be repaired or removed. Operators of leaking FRP tanks must demonstrate to the Fire Chief or designee that the tank can be repaired according to manufacturer's instructions. Operators who do not meet these requirements must remove the tank.

D. If the Fire Chief or designee, permits the repair of any leaking tank, the tank and its piping shall tested, at the owner's expense and in accordance with Sections 6(C) and (D), prior to being restored to service, at two (2) year intervals for ten (10) years and annually thereafter.

E. If it is necessary to replace an underground steel tank that has developed an external corrosion-induced leak, all other steel tanks and piping at the facility, whether they are leaking or not, shall be tested for leaks in accordance with Sections 6(C) and (D).

**Section 11:** If the owner of a tank, which either is located under a building and cannot be removed from the ground without first removing the building or is so located that it cannot be removed from the ground without endangering the structural integrity of another tank, decides to abandon it, the owner shall promptly notify the Fire Chief Department and the Board of Health of this decision and, subject to the directions of the Fire Chief or designee, have all the petroleum product removed from the tank, by hand pump if necessary, and the tank filled with sand or other inert material prescribed by the Fire Chief or designee.

**Section 12:** Except as provided in Section 11, no tank may be abandoned in place. Any owner of a tank who had decided to abandon it and any owner of a tank that has in fact been out of service for a period of time constituting abandonment shall immediately obtain a permit from the Fire Department pursuant to Massachusetts General Law, Ch.148, Section 38A, as amended, and, subject to the directions of the Fire Chief, have any petroleum product removed from the tank, all tank openings properly secured and the tank removed from the ground. The product and tank shall be disposed of, at owner's expense, as directed by the Fire Chief, or designee.

**Section 13:** The owner of a tank, which is licensed under Massachusetts General Law, Ch.148, as amended, and which the owner has decided to take out of for a period of less than six (6) months, shall promptly notify the Fire Department of the decision and, subject to the directions of the Fire Chief or designee, have all the petroleum product removed from the tank and disposed of. As directed by the Fire Chief or designee, all tank openings properly secured, and the tank filled with water. Before any such tank may be restored to service, the owner shall notify the Fire Department and have the water removed and disposed of in a manner approved by Massachusetts Department of Environmental Protection or the state department overseeing such actions. The Fire Chief or designee may require that the owner have the tank and its piping tested, at the owner's expense, in accordance with the provisions of Subsections 6(C) and (D).

**Section 14:** The provisions of this By-law shall be administered by the Fire Chief or designee.

**Section 15:** Variances from the specific requirements of this By-law may be authorized by the Town Board of Selectmen after notice and a public hearing.

**Section 16:** Licenses issued in accordance with Massachusetts General Law, Ch.148, § 1 for underground tanks must be renewed at five-year intervals from the date of installation, up to the twentieth year, and annually thereafter. At least fifty (50) days before the issuance of a permit renewal for the time periods specified herein, tank owners must submit to the Fire Department and the licensing authority a statement certifying satisfactory leak detection results over the period of the permit in accordance with Section 6 of

this By-law, and inventory verification in accordance with Section 7. Test results must accompany the permit renewal application.

**Section 17:** Fees necessary for the issuance and renewal of permits and licenses shall be set by the Board of Selectmen.

**Section 18:** The Fire Chief or designee may, at all reasonable times and upon reasonable notice to the occupant of the premises, enter any premises, public or private, for the purpose of inspecting any record, condition, equipment, practice, or property relating to activities subject to this By-law, and may at time and upon reasonable notice to the occupant of the premises enter such premises for the purpose of protecting the public health or safety, or to prevent damage to the environment.

**Section 19:** The Fire Chief or designee shall enforce this Bylaw. The penalty for violation of this By-law shall be as follows:

- A. For the first offense \$100.00
- B. For the second offense \$200.00
- C. For each subsequent offense \$300.00

Each separate calendar day, or part thereof, that a violation occurs or continues is considered a separate offense.

**Section 20:** The invalidity of any section or provisions of this By-law shall not invalidate any other section or provision hereof.”

To do or act thereon.

SPONSORED BY:	Bylaw Committee
APPROPRIATION:	None
FINCOM RECOMMENDATION:	At Town Meeting

*The following action was taken:*

*To approve Article 10 as printed in the warrant except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

## **ARTICLE 11 : AMEND BY-LAW CHAPTER 29 HAZARDOUS MATERIALS**

To see if the town will vote to amend the Town By-Law by replacing the current Chapter 29, Hazardous Materials with the following:

### **CHAPTER 29 HAZARDOUS MATERIALS**

**Section 1:** This By-law is adopted for the regulation and restriction of hazardous materials in the Town of Maynard (the “Town”), in order to protect, preserve and maintain the Town’s existing and potential groundwater supply, groundwater recharge areas, surface waters and air quality from contamination and to assure public health and safety.

**Section 2:** This hazardous materials By-law is hereby declared to be remedial and protective and is to be construed so as to secure the beneficial interests and purposes thereof. It is adopted by the Town under its home rule powers, and its police powers to protect the public health and safety.

**Section 3:** Definitions as used in this By-law:

- A. “Board” shall mean the Board of Health of the Town of Maynard.
- B. “Container” shall mean any portable device in which hazardous material is stored, transported, treated, disposed of or otherwise handled.
- C. “Discharge” shall mean the disposal, deposit, injection, dumping, spilling, leaking, incineration or placing of any hazardous material, into or on any land or water so that such hazardous material or any constituent thereof may enter the environment, be emitted into the air or enter into any waters including

groundwater. Discharge includes, without limitation, leakage of such hazardous material from containers or storage systems, or disposal of such materials into any sewage disposal system, dry well, catch basin or landfill.

D. “Hazardous Material” shall mean any substance, or combination of substances which because of its quantity, concentration, or physical, chemical or infectious or toxic characteristics, may cause or significantly contribute to a present or potential risk to human health, safety or welfare or to the environment when improperly treated, stored, transported, used or disposed of, or otherwise managed. Any substance deemed a hazardous waste in 315 Code of Massachusetts Regulations 2.04, substances defined as being hazardous by the Division of Hazardous Waste under the provisions of Massachusetts General Law, Ch. 21C.

E. “Owner or Operator” shall mean every person who alone or severally with others has legal title to any property on which is located any hazardous material subject to this By-law; or a tenant, licensee or person in possession who has care, charge or control of any such property, in any capacity including without limitation agent, executor, administrator, trustee or guardian of the estate of the holder of legal title or agent, trustee or a person appointed by a court of competent jurisdiction; or is a mortgagee in possession of such property. Each person is bound to comply with the provisions of this By-law as if he were an owner.

F. “Storage” shall mean the holding of any hazardous material for more than twenty-four (24) hours.

G. “Tank” shall mean any stationary device used to store or to contain an accumulation of hazardous material.

#### **Section 4:**

A. All discharges of hazardous materials within the Town are prohibited, except as provided in Section 4(B).

B. All handling and storage of hazardous materials within the Town is prohibited except in accordance with the provisions of this By-law and the Massachusetts Hazardous Waste Management Act (Ch. 21C of the Massachusetts General Laws).

C. Allowed storage requires appropriate signage to identify the presence to first responders. Signage may require meeting DOT or NFPA 704 standards.

#### **Section 5:**

A. Section 4(A) shall not apply to the following **discharges**:

1. Application of fertilizer and pesticides in accordance with label recommendations for proper use and with applicable regulations of the Massachusetts Pesticide Control Board and the United States Environmental Protection Agency under the Federal Insecticides, Fungicide Act and in accordance with the Board’s Rules and Regulations.

2. Application of road salts in conformance with the Snow and Ice Control Program of the Massachusetts Department of Public Works and in accordance with the Board’s Rules and Regulations.

B. Section 4(B) shall not apply to underground storage of gasoline, fuel oil, lubricating oil and waste oil. The underground storage of fuel is governed by the Maynard Underground Fuel Storage By-law.

**Section 6:** Any owner or operator who is aware of any discharge of hazardous materials within the boundaries of the Town shall report such discharge immediately to the Board and to the Fire Chief of the Town.

#### **Section 7:**

A. (1) Every owner or operator of a residential, commercial, industrial or agricultural establishment storing hazardous materials above ground or underground, in any tank or container with a capacity of more than twenty-five (25) gallons liquid volume, or twenty-five (25) pounds dry weight, except residential fuel tanks under three thousand (3,000) gallons and connected to a fuel burner and used for space or water heating, must obtain a storage permit from the Board to be renewed annually. The terms twenty-five (25) gallons liquid volume, or twenty-five (25) pounds dry weight shall mean any one toxic or hazardous material of such weight or volume stored at any one time. Registration required by this subsection shall be submitted within sixty (60) days of the effective date of these regulations, and annually thereafter on such form or forms as the Board may, from time to time prescribe.

B. The Board may publish lists of specific hazardous materials which, even though stored in quantities less than twenty-five (25) gallons liquid volume or twenty-five (25) pounds dry weight, can be stored only pursuant to a storage permit. The list is to be posted at the Town Hall and the Public Works Building and available from the Board.

C. The Board shall impose conditions on the storage permit as necessary for protection of the public health and environment such as, but not limited to, inventory and monitoring procedures, a contingency plan to contain any accidental discharge, or vaulting of the storage tanks.

D. Owners or operators shall file in writing with the Maynard Fire Department, the size, type, age, and location of each tank or container and the type of material stored in each tank or container and any additional information deemed necessary to adequately evaluate the application. Evidence of date of purchase and installation shall be included for existing storage systems, along with a plot plan showing the location of such tanks and piping on the property.

E. Every owner shall submit a plan to store goods in their respective shipping container, i.e. box, drum, and bag, cylinder etc., and shall insure items are protected from falling or otherwise being compromised, and or contaminated with other materials including petroleum products, water, or other non-compatible material(s).

F. Every owner or operator of a commercial or industrial establishment or any person within the Town whose operations are subject to any of the following Acts, as amended from time to time, shall file with the Fire Department copies of all permit applications and supporting data filed pursuant thereto as well as all permits obtained, notices or approval, denial, revocation and citations for violations in respect thereof and shall provide the Board with such additional information as the Board shall by rule from time to time require.

1. The Resource Conservation and Recovery Act 42 U.S.C. Sec. 6901 et seq.

2. The Federal Clean Air Act 42 U.S.C. Sec. 1857 et seq.

3. The Federal Clean Air Act 33 U.S.C. Sec. 1251 et seq.

4. Toxic Substance Control Act 15 U.S.C. Sec. 2601 et seq.

5. Safe Drinking Water Act 42 U.S.C. Sec. 300f et seq.

6. The Federal Insecticide, Fungicide and Rodenticide Act.

7. Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)

8. Title 40 of the Code of Federal Regulations, parts 262 and 263

9. The Massachusetts Hazardous Management Act, Massachusetts General Law, Ch. 21C as amended and other Massachusetts counterpart statutes to the Federal Acts listed in subparagraph (1) through (6) above. Chapter 29 - 4

10. Massachusetts Clean Water Act, Massachusetts General Law, Ch.21, S.26 et seq.

**Section 8:** Owners or operators storing hazardous materials that are flammable and combustible liquids or gasses must obtain a permit or license as required by Massachusetts General Law, Ch.148, S.13 and S.10a from the Fire Department or the local licensing authority, the Board of Selectmen, to be renewed annually with the Town Clerk.

**Section 9:** An inventory of hazardous materials shall be maintained on the premises and it must be reconciled with purchase, use, sales and disposal records on a monthly basis, in order to determine any loss.

**Section 10:** Containers of hazardous materials shall be stored on an impervious chemical resistant surface. The storage area must be enclosed with a permanent dike of impermeable construction and in the case of liquid materials providing a volume of at least 110% of the maximum volume of material stored. The storage area must be capable of being drained to a container or sump and secured by removal by a licensed carrier. Materials must be stored in a manner which will not permit contamination with other chemicals, or contact with water or petroleum products.

**Section 11:** Wastes containing hazardous materials shall be held on the premises in product-tight containers for removal by a Massachusetts Hazardous Waste Management Act, Ch. 21C of the Massachusetts General Laws, and Title 40 of the Code of Federal Regulations. The name, address, home and business telephone numbers of one or more individuals, from the licensed carrier, authorized to act

for and in behalf of the entity storing toxic or hazardous waste, together with amounts stored and hauled during the past twelve (12) months, shall be provided to the Fire Department.

**Section 12:** The provisions of these regulations adopted hereunder shall be enforced by the Maynard Fire Department.

**Section 13:** Upon request of the agent or designated representative of the Board of Health or Maynard Fire Department, the owner or operator of any premises at which hazardous materials are used or stored shall furnish all information acquired to monitor compliance with these regulations including a complete list of all chemicals, pesticides, fertilizers, fuels, and other hazardous materials used or stored on the premises, their volumes and concentrations, a description of measures taken to protect storage container from vandalism, corrosion and spillage, and the means of disposal of all toxic or hazardous waste produced on the site.

**Section 14:** A current,(not more than two (2) year old) written plan for dealing with potential spillage, leakage, or loss of hazardous materials used or stored on one's premises shall be filed with the Fire Department. Said plan shall clearly designate the name, address, and business and home phone numbers of one or more individuals authorized to act for and in behalf of the entity submitting the plan. The plan shall also list the name, address and telephone number of any company with whom the party submitting the plan has contracted for services in connection with potential spillage, leakage or loss and/or removal of hazardous materials.

**Section 15:** All records pertaining to storage, removal and disposal of hazardous waste shall be retained for no less than ten (10) years, and shall be made available for review by the agent or designated representative of the Fire Department.

**Section 16:** The Board, and or Maynard Fire Department may, at any time, and upon reasonable notice to the occupant of the premises, enter any premises for the purpose of investigating, sampling, or inspecting any record, condition, equipment, practice, or property relating to activities subject to this By-law, and may at any time enter such premises for the purpose of protecting the public health or safety, or to prevent damage to the environment.

**Section 17:** Fees necessary for the issuance and renewal of permits and licenses shall be set by the Board of Health.

**Section 18:** The Board or Health or its designee and the Fire Chief or his/her designee shall enforce this bylaw. The penalty for violation of this By-law shall be as follows:

- A. For the first offense \$100.00
- B. For the second offense \$200.00
- C. For each subsequent offense \$300.00

Each separate calendar day, or part thereof, that a violation occurs or continues is considered a separate offense.

**Section 19:** The invalidity of any section or provision of this By-law shall not invalidate any other section or provision thereof."

To do or act thereon.

SPONSORED BY:	Bylaw Committee
APPROPRIATION:	None
FINCOM RECOMMENDATION:	At Town meeting

*The following action was taken:*

*Voted: to approve Article 11 as printed in the warrant except the words, "to do or act thereon. The Finance Committee recommended.*

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**ARTICLE 12: SEWER ENTERPRISE FUND BUDGET FISCAL YEAR 2019**

To see if the town will vote to recommend that the following sums be appropriated to operate the Sewer Enterprise Fund, in accordance with the provisions of G.L. c. 44 § 53F ½. Such sums of money as may be necessary, together with revenue from the Sewer Enterprise Fund operations, to defray the expenses for Fiscal Year 2019 (July 1, 2018 – June 30, 2019).

**TOTAL REVENUES** **\$3,262,800.00**

**EXPENSES - DIRECT**

Sewer - Salaries	\$ 197,370.00
Sewer – Expense	\$ 327,139.00
Sewer - Capital	\$ 210,000.00
Sewer – L.T. Debt Principal & Interest	\$ 857,784.00
Sewer - WWTP Expense	\$1,143,289.00
<b>TOTAL EXPENSES - DIRECT</b>	<b>\$2,785,582.00</b>

**EXPENSES - INDIRECT**

Insurance - Health/Life/Unemp	\$ 185,427.00
Retirement	\$ 15,668.00
Shared Employee Costs	\$ 326,123.00
<b>TOTAL EXPENSES - INDIRECT</b>	<b>\$ 527,218.00</b>

**TOTAL FY2018 BUDGET** **\$3,262,800.00**

To do or act thereon.

SPONSORED BY:	Board of Selectmen
APPROPRIATION:	\$2,785,582.00
FINCOM RECOMMENDATION:	At Town Meeting

*The following action was taken:*

*Voted: Yes 230, No 14 to approve Article 12 as printed in the warrant, but revise the “TOTAL EXPENSES-DIRECT” line to read: “\$2,735,582.00”, the last line to read: “TOTAL FY2019 BUDGET” and except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

**ARTICLE 13: WATER ENTERPRISE FUND BUDGET FISCAL YEAR 2019**

To see if the town will vote to recommend that the following sums be appropriated to operate the Water Enterprise Fund, in accordance with provisions of G.L. c. 44 §53F ½ such sums of money as may be necessary, together with revenue from Water Enterprise Fund operations, to defray the expenses for FY2019 (July 1, 2018 – June 30, 2019).

**TOTAL REVENUES** **\$2,140,168.00**

**EXPENSES - DIRECT**

Water - Salaries	\$ 247,660.00
Water – Expenses	\$ 746,950.00
Water - Capital	\$ 340,000.00
Water – L.T. Debt Principal & Interest	\$ 489,508.00
<b>TOTAL EXPENSES - DIRECT</b>	<b>\$1,833,118.00</b>



**EXPENSES - INDIRECT**

Insurance - Health/Life/Unemployment	\$ 96,548.00
Retirement	\$ 10,446.00
Shared Employee Costs	\$ 200,056.00
<b>TOTAL EXPENSES - INDIRECT</b>	<b>\$ 307,050.00</b>
<b>TOTAL FY2018 BUDGET</b>	<b>\$2,140,168.00</b>

To do or act thereon.

SPONSORED BY:	Board of Selectmen
APPROPRIATION:	\$1,833,118.00
FINCOM RECOMMENDATION:	At Town Meeting

*The following action was taken:*

*Voted: Yes 237, No 11 to approve Article 13 as printed in the warrant, except the line "Water-L.T. Debt Principal & Interest" to read: "\$498,508.00", the last line to read: TOTAL FY2019 BUDGET" and the words, "to do or act thereon."*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

**ARTICLE 14: AMEND BY-LAW CHAPTER 40 FIRE PREVENTION/SAFETY**

To see if the town will vote to amend the Town By-Law by creating a new By-law, Chapter 40 Fire Prevention/Safety as follows:

**CHAPTER 40  
FIRE PREVENTION/SAFETY**

**Section 1:** Any person or corporation doing any work, or modification to items related to fire prevention in the Town of Maynard shall apply for the appropriate permit through the Maynard Fire Department, and or the Maynard Building Department. Examples of situations where a permit is required are: Fire Alarm Systems, Sprinkler Systems, Oil Burners, Burners, Propane Tank Installations, and Oil Tanks installations, Removals or Building Demolition. Permits may require written plans and a narrative outlining the scope of work to be performed.

**Section 2:** A plans box may be required by the Maynard Fire Department on all major projects or renovations to large buildings, to be installed by the owner or designee.

**Section 3:** All buildings requiring a fire department connection for a sprinkler system or standpipe after the date of this document being accepted will be required to provide locking covers through the Knox Company for all external connections. Fire Department connections will be clearly marked above the respective connection at six feet from the grade at the connection. The size of the signage to be determined by the Fire Department during plans review.

**Section 4:** In any building where a sprinkler system is required, all risers and standpipes shall be mapped and marked with corresponding shut-off valve and location of said valve.

**Section 5:** Any work or modifications to items related to fire prevention may require an inspections and a test before said work is approved and inspected. If an inspection is required, a representative of the company performing the work is expected to be on hand. If plans are required, they shall be submitted in a timely manner in order for a proper review to take place.

**Section 6:** Every commercial occupancy or multi-family residential property consisting of three or more dwelling units is subject to an annual fire safety inspection, subsequent follow-up inspections, or an inspection if and when a complaint is filed with the fire department regarding the safety of the building. It is the building owner's responsibility to ensure the fire department has up to date contact information for all commercial or multi-family residential units with three dwellings or more.

**Section 7:** Any group including more than 1000 anticipated attendees wishing to hold or stage an event in Maynard for which a permit is required, shall check with the fire department prior to applying for a permit for a determination if the event could put participants, bystanders, and the general public at risk. The fire department will make the determination on whether or not a fire or EMS detail may be required for the safety of all involved.”

To do or act thereon.

SPONSORED BY: Bylaw Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Voted: To approve Article 14 as printed in the warrant, except the words, “to do or act thereon.”  
The Finance Committee recommended.*

#### **ARTICLE 15: COMMUNITY PRESERVATION RESERVE FUND APPROPRIATIONS**

To see if the Town will vote to appropriate from Community Preservation Funds the amounts recommended by the Community Preservation Committee (CPC) for community preservation projects, as presented to the CPC, with each item to be considered a separate appropriation, in accordance with the requirements of Massachusetts General Laws Chapter 44B.

Appropriations:

From the Community Housing Reserve Fund: The amount of **\$250,000** for the Maynard Affordable Housing Trust Fund

From the Open Space Reserve Fund: The amount of **\$10,000** for the Glenwood Cemetery Pond Path Renovation Project, with unexpended funds as of June 30, 2020 being returned to their funding source.

From the Historic Preservation Reserve Fund: The amount of **\$25,000** for the Historic Properties Survey (MACRIS, Phase 3), with unexpended funds as of June 30, 2020 being returned to their funding source.

From the Budgeted Reserve Fund: The amount of **\$175,000** for the Fowler Field Renovation Project, with unexpended funds as of June 30, 2020 being returned to their funding source.

To do or act thereon.

SPONSORED BY: Community Preservation Committee  
APPROPRIATION: \$460,000  
FINCOM RECOMMENDATION: At Town meeting

*The following action was taken:*

*Voted: Yes 239, No 19 to approve Article 15 as printed in the warrant except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

#### **ARTICLE 16: COMMUNITY PRESERVATION FUND BUDGET FISCAL YEAR 2019**

To see if the Town will vote to appropriate or reserve from FY2019 Community Preservation Fund revenues in the amounts recommended by the Community Preservation Committee (CPC), with each item to be considered a separate appropriation:

Appropriations:

Administrative & Operating Expenses	\$ 10,000.00
Long Term Debt. Principal	\$ 95,000.00
Long Term Debt. Interest	\$ 28,300.00

Reserves:

Historic Preservation Reserve	\$ 25,600.00
Open Space Reserve	\$ 25,600.00
Community Housing Reserve	\$ 25,600.00
Budgeted Reserve	\$ 42,900.00

**TOTAL FY2018 BUDGET** **\$256,000.00**

To do or act thereon:

SPONSORED BY:	Community Preservation Committee
APPROPRIATION:	\$256,000.00
FINCOM RECOMMENDATION:	At Town Meeting

*The following action was taken:*

*Voted: Yes 225, No 18 to approve Article 16 as printed in the warrant, except the “Budgeted Reserve” line to read: \$45,900.00”, and the last line to read: “TOTAL FY2019 BUDGET” and the words, “to do or act thereon.”*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town bylaw.*

**ARTICLE 17: FIRE STATION DESIGN PLAN**

To see if the town will transfer from Capital Stabilization the sum of \$832,000.00 for the purpose of having engineered schematic, detailed, and construction design documents, appropriate for public construction bidding for a fire station and for the purpose of hiring an owner’s project manager, architect and/engineering fees along with costs associated with construction bidding.

To do or act thereon.

SPONSORED BY:	Board of Selectmen
APPROPRIATION:	\$832,000.00 from Capital Stabilization
FINCOM RECOMMENDATION:	At Town Meeting

*The following action was taken:*

*Voted: Yes 190, No 41 ( 154 needed for a 2/3 vote) to approve Article 17 as printed in the warrant except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town bylaw.*

**ARTICLE 18: SPECIAL EDUCATION FUND CHAPTER 40A SECTION 13E**

To see if the town will vote to accept the provisions of G. L. c. 40 §13E and establish a Special Education Stabilization fund to reserve funds to pay unanticipated expenses related to special education.

To do or act thereon.

SPONSORED BY: School Committee  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Voted: That the Town adopt G.L. c. 40 sec. 13 E and establish a Special Education Reserve Fund to pay unanticipated expenses related to special education.*

*The Finance Committee recommended.*

## **ARTICLE 19: INCLUSIONARY ZONING BY-LAW**

To see if the town will vote to amend the Town of Maynard Zoning By-laws as follows:

### **6. AMEND SECTION 7.0, SPECIAL REGULATIONS, BY CREATING SECTION 7.9: “INCLUSIONARY ZONING”**

#### **7.9.1 PURPOSE AND INTENT**

The purpose of this Inclusionary Housing bylaw is to expand and diversify the Town of Maynard’s housing stock; to encourage development of new housing that is affordable to low- and moderate-income households in Maynard; and to produce affordable housing units that are adaptable and accessible to seniors and those with physical disabilities.

At minimum, affordable housing produced through this regulation should be in compliance with the requirements set forth in G.L. c. 40B sect. 20-24, except as provided herein, and other affordable housing programs developed by state, county and local governments. It is intended that the affordable housing units that result from this bylaw be considered as Local Initiative Units, in compliance with the requirements for the same as specified by the Department of Housing and Community Development (DHCD). Definitions pertaining to this section can be found in the Definitions portion of this Bylaw (Section 7.9.11).

#### **7.9.2 APPLICABILITY**

1. §7.9 applies to any subdivision or development, whether new construction, conversion, adaptive reuse or expansion of an existing structure, involving the creation of at least six (6) dwelling units. It applies to all residential dwelling types as defined by the Maynard Zoning Bylaw with the exception of assisted living residences/facilities, independent living residences, and continuing care retirement communities as defined in Section 7.9.11 of the Zoning By-laws.

A subdivision or division of land shall mean any subdivision as defined in the Subdivision Control Law, G.L. c.41, §81K-81GG, or any division of land under G.L. c.41, §81P, into lots for residential use.

Developments may not be segmented or phased to avoid compliance with this Section. Any segmentation on a single parcel shall be subject to this Section as a covered development and completed within a five-year period. An extension shall require Planning Board approval.

2. §7.9 does not apply to the rehabilitation of any building or structure, all of or substantially all of which is destroyed or damaged by fire or other casualty or a natural disaster; provided, however, no rehabilitation nor repair shall increase the density, bulk or size of any such building or structure which previously existed prior to the damage or destruction thereof except in conformance with this Section.

3. No special permit for a development requiring a special permit and no building permit for a use permitted as of right shall be issued for a development subject to §7.9 unless the applicant provides the percentage of the total dwelling units in the development as affordable housing as described herein.

### 7.9.3 SPECIAL PERMIT

Development pursuant to this Section shall be allowed as of right if the required affordable housing is provided on-site. Alternatively, if the applicant provides the affordable housing off-site or makes a payment-in-lieu of developing units, the project will require a special permit to be issued by the Planning Board. A special permit will also be required for development under §7.9.4.3 Density Bonus.

### 7.9.4 MANDATORY PROVISION OF AFFORDABLE UNITS

1. Affordable housing requirement. As a condition of development, the applicant shall contribute to the local stock of affordable housing in accordance with the following requirements:
  - a. In any development subject to this Section, at least ten (10) percent of the dwelling units shall be affordable to households with incomes at 80% of Area Median Income (AMI) or below. The percentage of affordable housing units required will increase with the total size of a given residential project, inclusive of bonus units, as described in the following table, “Affordable Units Required by Project Size”:

Affordable Units Required by Project Size		
Project Size (Units)	Percent Affordable Units (Ownership Project)	Percent Affordable Units (Rental Project)
6-12	10%	10%
13-17	12%	12%
18-20	15%	25%
21 and over	20%	25%

- b. In the event that the applicant provides units for households earning between 30% and 60% of AMI, the Planning Board may count them as 1.2 affordable units each and reduce by special permit the total number of affordable units required by this Section. However, the total number required shall not be reduced to fewer than 10% of the project size.
  - c. Nothing in this Section shall preclude the applicant from providing additional affordable units, or greater affordability, or both, than the minimum requirements. In no instance shall any permit or special permit approval create less than one affordable housing unit.
2. Fractions. For any fractional housing units the applicant shall have the choice to round up to the next whole number or convert to a cash payment equal to the product of the fraction multiplied by the cash contribution for a whole affordable housing unit as specified in 7.9.5.2.b below.
3. Density Bonus.
  - a. The Planning Board may allow an increase in the total number of market-rate units by a number equal to the required affordable unit(s), not to exceed 10 bonus units. The minimum lot area per dwelling unit normally required in the applicable zoning district may be reduced by that amount necessary to permit the additional market rate and bonus units. For example, in a development that must provide two (2) affordable units, an additional two (2) market-rate units may be allowed through the reduction in minimum lot area per dwelling unit. All other Standard Dimensional Requirements in §4.1.1.1 shall be met. The density bonus may only be granted for developments that provide affordable units on-site pursuant to Subsection 7.9.5, below.

- b. New residential development allowed by right that is not subject to this bylaw can provide affordable units should the applicant volunteer, and therefore be eligible for the same benefits specified above.
  - c. Projects where the applicant chooses to convert a fractional unit(s) to a cash payment per Subsection 7.9.4.2 are eligible for density bonus.
  - d. No density bonus shall be granted when the requirements of this Section are met with a payment-in-lieu-of units pursuant to Subsection 7.9.5.2.b, below.
  - e. The development must be of a use allowed in the district. For example, multifamily housing shall not be constructed under this provision on lots zoned for single family housing.
4. Affordable Units shall be provided as occupiable in accordance with the timing of compliance schedule set forth in Section 7.9.6.4.

#### **7.9.5 METHODS OF PROVIDING AFFORDABLE HOUSING UNITS**

- 1. On-site units. If the affordable housing requirements of this section are met exclusively through on-site construction or provision, development shall be permitted as of right.
- 2. The Planning Board may grant a special permit for one or more of the following methods.
  - a. Off-site units. Construction or provision of comparable affordable units on another site in Maynard. All requirements of this Section that apply to on-site provision of affordable units shall apply to provision of off-site affordable units.
    - i. The applicant shall provide a demonstration of the following: necessary financing to complete the off-site units, control of the site, that the site meets Site Plan Review standards, that the plan includes an architect's conceptual site plan with unit designs and architectural elevations, and agreement that the off-site units will comply with this Section.
    - ii. Preservation of existing dwelling units for affordable housing, rather than construction of off-site units, may be accomplished by purchasing deed restrictions and providing funds for capital improvements to create housing with equal or greater value than new-construction units.
    - iii. The location of the off-site units to be provided shall be approved by the Planning Board as an integral element of the review and approval process.
  - b. Payment in lieu of units. As an alternative to construction of affordable units within the locus of the proposed development or at another locus, an equivalent payment in lieu of units (PILU) may be made to the Maynard Affordable Housing Trust Fund.
    - i. The payment shall be an amount equal to the required number of affordable housing units multiplied by the median price of a Maynard market-rate home comparable in type, size, and number of bedrooms reported for a minimum of three (3) home sales over a period of twelve (12) months prior to the date of application submission, if available. Median home cost utilized in the formula must be approved by the Maynard Affordable Housing Trust, or designee. The applicant shall calculate the proposed sum based on an appraisal of the comparable home sales and submit documentation of the relevant data source(s) as part of the application.
    - ii. If there is not a comparable housing unit, the payment shall be equal to the most current Total Development Cost as articulated in DHCD's Qualified Allocation Plan for Low Income Housing Tax Credit, for the areas described as Within Metro Boston/Suburban Area, as adjusted for the type of project and number of units.
    - iii. PILU shall not be accepted as part of rental development, either multifamily or mixed-use.



- iv. PILU shall be made according to the timing of compliance schedule set forth in Subsection 7.9.6.4 herein.
  - v. Cash contributions made to the Maynard Affordable Housing Trust Fund in accordance with this Section shall be used only for purposes of providing for the creation and preservation of affordable housing for low- and moderate-income household in accordance with the municipal Declaration of Trust and action, strategic, or other plan, as well as the Municipal Affordable Housing Trust Fund Law G.L. c. 44 § 55C, as it may be amended.
3. In no event shall the total number or value of off-site units or cash payments provided be less than the equivalent number or value of affordable housing units that could be built on-site pursuant to Subsection 7.9.4.1, above.

### **7.9.6 PROVISIONS APPLICABLE TO AFFORDABLE HOUSING UNITS, ON- AND OFF-SITE, AND PILU**

- 1. Unit mix.
  - a. The bedroom mix in the affordable units shall be proportionate to the market-rate units.
  - b. In any residential project where more than ten (10) affordable units will be built, a minimum of ten (10) percent of the affordable units shall have three (3) bedrooms. Fractional affordable units of 0.5 or more shall be rounded up; fractions of less than 0.5 shall be rounded down. This requirement is subject to the provisions of Section 7.9.4.2 of this bylaw.
- 2. Siting of affordable units. On-site affordable units constructed or otherwise provided under this Section shall be proportionately distributed throughout the project in terms of both location and unit size/type. For example, a development consisting of a mix of single-family homes, townhouses, and a small apartment building shall include affordable units of each housing type. Affordable units shall also be as accessible to common amenities as the market-rate units in the same development.
  - a. The special permit application shall include a plan showing the proposed location of the affordable housing units.
  - b. When a special permit is not required, the location of the affordable housing units shall be identified on plans submitted to the Town for any other required permit.
- 3. Minimum design and construction standards. Materials of affordable units shall be equal to that of market-rate units within the development. Units shall comply with the Local Initiative Program's (LIP) minimum design and construction standards as they may be amended.
  - a. The exterior of affordable units shall be comparable to the market-rate units in terms of design, appearance, quality of construction, and quality of materials.
  - b. Interior features of affordable units shall be comparable to the standard package for market-rate units, though designer and high-end finishes, fixtures, and appliances are not required.
  - c. Mechanical systems and energy efficiency shall conform to the same specifications as apply to the market-rate units.
  - d. Affordable units shall have the same floor area as the median market-rate units of the same number of bedrooms.
- 4. Timing of construction of affordable units and payment made. On- and off-site affordable units or payment in lieu of units shall be provided in proportion to market-rate units, but in no event shall the construction of affordable housing units or PILU be delayed beyond the schedule indicated below by the table, "Timing of Construction of Affordable Units." Proportionality shall be determined by the number of certificates of occupancy issued for affordable and market-rate units, or lot releases, as applicable. In accordance with the table below, affordable units shall not be the

last units to be built in any development that is subject to §7.9.

<b>Timing of Construction of Affordable Units</b>	
<b>Percent Market-Rate Units Constructed</b>	<b>Required Affordable Units Constructed or Payment</b>
Up to 30%	None
31% -50%	The greater of 1 unit or 10% of required units or payment
51% - 60%	The greater of 2 units or 30% of required units or payment
61% - 75%	The greater of 3 units or 50% of required units or payment
76% - 90%	The greater of 4 units or 70% of required units or payment
Over 90%	100% of required units or payment

5. Marketing plan for affordable units. Applicants creating new affordable units under this Section are required to select qualified homebuyers or renters via lottery under an Affirmative Fair Housing Marketing Plan prepared and submitted by the applicant and approved by the Planning Board and DHCD. The marketing plan shall comply with federal and state fair housing laws and guidelines in effect on the date of filing of the special permit or other permit application with the Town of Maynard. No building permit for a development subject to §7.9 shall be issued unless the Planning Division of Maynard has determined that the applicant's affirmative marketing plan complies with this requirement. The affirmative marketing costs for the affordable housing units shall be the responsibility of the applicant.

#### **7.9.7 MAXIMUM INCOMES AND SELLING PRICES: INITIAL SALE**

1. To ensure that only income-eligible households purchase affordable housing units, prospective homebuyers shall be required to submit to the lottery monitoring agent the information needed to demonstrate that they meet the applicable requirements found in the DHCD LIP guidelines, as may be revised from time to time.
2. The maximum housing cost for affordable units created under this Section is established by DHCD LIP guidelines or by the Maynard Affordable Housing Trust, whichever is greater.

#### **7.9.8 PRESERVATION OF AFFORDABILITY**

1. As a condition of development, all affordable housing units provided under §7.9 shall be subject to an affordable housing restriction in a form consistent with LIP or any other applicable guidelines issued by DHCD, acceptable to the Planning Board, and that ensures affordable units can be counted toward Maynard's Subsidized Housing Inventory. The affordable housing restriction shall run with the land and be in force in perpetuity or for the maximum period allowed by law, and be enforceable under the provisions of MGL c. 184, § 26 or §§ 31 and 32.
2. The affordable housing restriction shall contain limitations on use, occupancy, resale and rents, and provide for periodic monitoring, by the Town or its designee as named in the deed rider as the monitoring agent, to verify compliance with and enforce said restriction.
3. The restriction shall establish that affordable units created under the provisions of §7.9 shall remain affordable to the designated income group in perpetuity, or for as long as legally permissible, per affordable housing restrictions that comply with Local Initiative Program requirements as they may be amended for inclusion in the Chapter 40B Subsidized Housing Inventory and is enforceable under G.L. c. 184, § 26 or §§ 31-32.
4. The affordable housing restriction shall provide that in the event that any affordable rental unit is converted to a condominium unit, the condominium unit shall be restricted in perpetuity in the manner provided for by § 5.07(h)(1) above to ensure that it remains affordable to households in the same income range as prior to the condominium conversion.

5. The occupancy permit for development under §7.9 shall not be issued until the Regulatory Agreement are recorded at the Registry of Deeds or Registry District of the Land Court, and a copy provided to the Planning Board and the Building Commissioner.
6. The affordable housing restriction shall provide that initial sales and rentals of affordable housing units and subsequent re-sales and re-rentals shall comply with federal, state and local fair housing laws, regulations, and DHCD LIP guidelines.

### **7.9.9 CONFLICT WITH OTHER SECTIONS**

The provisions of this Section shall be considered supplemental of existing sections of this zoning bylaw. To the extent that a conflict exists between this Section and others, the more restrictive section, or provisions therein, shall apply.

### **7.9.10 SEVERABILITY**

If any provision of this bylaw is held invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this bylaw shall not affect the validity of the remainder of Maynard's zoning bylaw.

### **7.9.11 DEFINITIONS**

**Affordable Housing Unit:** A dwelling unit that is affordable to and occupied by a low- or moderate-income household and meets the requirements for inclusion on the Massachusetts Department of Housing and Community Development (DHCD) Chapter 40B Subsidized Housing Inventory.

**Affordable Housing Restriction:** A contract, mortgage agreement, deed restriction or other legal instrument, acceptable in form and substance to the Town, that effectively restricts occupancy of an affordable housing unit to a qualified purchaser or renter, and which provides for administration, monitoring, and enforcement of the restriction during the term of affordability. An affordable housing restriction shall run with the land in perpetuity or for the maximum period allowed by law, and be entered into an enforceable under the provisions of G.L. c. 184, §§ 31-33 or other equivalent state law.

**Area Median Income (AMI):** The median income for households within the designated statistical area that includes the Town of Maynard, as reported annually and adjusted for household size by the U.S. Department of Housing and Urban Development for the Boston Standard Metropolitan Statistical Area.

**Assisted Living Facility or Independent Living Residence** - Any entity, however organized, which meets each of the following three criteria: 1) Provides room and board to residents who do not require 24-hour skilled nursing care. 2) Provides assistance with activities of daily living; 3) collects payments for the provision of these services; all as further defined in G.L. c. 19D, s. 1, as amended from time to time. A unit as defined in G.L. c. 19D, s. 1 shall be a dwelling unit under this By-law.

**Continuing Care Retirement Community ("CCRC")** - CCRCs provide housing and personal services which may include health care, usually at one location. CCRCs offer an environment and the services necessary for residents to age in place. The intent of the CCRC is to allow a person to remain at the retirement community as their personal and/or health care needs change.

**DHCD:** Massachusetts Department of Housing and Community Development.

**Eligible Household:** Any household whose total income does not exceed eighty (80) percent of the median income of households in the Boston Standard Metropolitan Statistical Area adjusted for family size, or such other equivalent income standard as may be determined by the Maynard Affordable Housing Trust.

**LIP:** Massachusetts Local Initiative Program pursuant to M.G.L. c. 40B.

**Maximum Affordable Purchase Price or Rent:** A selling price or monthly rent that does not exceed the maximum purchase price or rent guidelines of the program used to qualify

Affordable Housing Units for inclusion on the DHCD Chapter 40B Subsidized Housing Inventory.

**Maynard Affordable Housing Trust:** An organization established by the Town of Maynard pursuant to Massachusetts General Laws, Chapter 44, Section 55C, to support the creation and preservation of

affordable housing in order to secure rental and homeownership opportunities for low- and moderate-income households.

**Maynard Affordable Housing Trust Fund:** A fund established by the Town of Maynard pursuant to Massachusetts General Laws, Chapter 44, Section 55C, for the purpose of receiving, holding, investing, and/or expending funds to reduce the cost of housing for Qualified Purchasers and Renters, or for the purpose of encouraging, creating, preserving, or subsidizing the construction or rehabilitation of housing for Qualified Purchasers and Renters. Sources of receipts for the Fund shall be as specified in the Maynard General Bylaws.

**Mixed-Income Housing:** Residential development that includes a combination of market-rate housing units and affordable housing units deed-restricted for households earning no more than eighty percent (80%) of the Area Median Income (AMI).

**Off-Site Unit:** An affordable housing unit produced by the applicant on a site other than the primary residential development in compliance with Section 7.9.5 of the Maynard Zoning Bylaw.

**Qualified Purchaser:** A low- or moderate-income household that purchases and occupies an Affordable Housing Unit as its principal residence.

**Qualified Renter:** A low- or moderate-income household that rents and occupies an Affordable Housing Unit as its principal residence.

**Segmentation:** Any development, whether new construction, adaptive reuse, or redevelopment, or any division of land that would cumulatively result in an increase of six or more residential lots or dwelling units, or ten or more multifamily dwelling units above the number existing on a parcel of land or contiguous parcels in common ownership twenty-four (24) months prior to the application.

(Continue on separate sheet if required).

To do or act thereon.

SPONSORED BY:	PLANNING BOARD
APPROPRIATION:	None
FINCOM RECOMMENDATION:	At Town Meeting

*The following action was taken:*

*Voted: Yes 152, No 23 (117 needed for a 2/3 vote) to approve article 19 as printed in the warrant, except the words, “(Continue on separate sheet if required)” and “to do or act thereon.”*

*The Finance Committee recommended.*

*The Planning Board recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

## **ARTICLE 20: APPROPRIATE OVERLAY SURPLUS**

To see if the town will vote to appropriate **\$150,000.00** from Overlay Surplus funds to reduce the Fiscal Year 2018 Snow & Ice deficit.

To do or act thereon.

SPONSORED BY:	Board of Selectmen
APPROPRIATION:	\$150,000.00 from Overlay Surplus
FINCOM RECOMMENDATION:	At Town Meeting

*The following action was taken:*

*Voted: Yes 141, No 31 to approve Article 20 as printed in the warrant except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

**ARTICLE 21: CERTIFIED FREE CASH APPROPRIATION**

To see if the town will vote to appropriate from available Free Cash the following amounts for the designated purposes:

Snow & Ice deficit	\$174,000.00
Master Plan	\$ 49,000.00
OPEB	\$ 50,000.00
Road and Sidewalk projects	\$360,000.00
Fowler Field Improvements	\$ 80,000.00
Fowler School HVAC	\$ 60,000.00
Fire Department Power Stretcher	\$ 20,000.00
Total Requested appropriation:	<b>\$793,000.00</b>

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: \$793,000.00 from certified free cash  
FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Voted: Yes 140, No 7 to approve Article 21 as printed in the warrant except the words, “to do or act thereon.”*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

**ARTICLE 22: AUTHORIZE TOWN FUND 5085 REDEVELOPMENT AUTHORITY**

To see if the town will vote to transfer \$6000.00 from Town Fund 5085 Redevelopment Authority to Town Fund 5086 for the administrative needs of the Economic Development Committee. Spending from the account will be controlled by the Town Administrator.

(Continue on separate sheet if required).

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: None  
FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Voted; To approve Article 22 as printed in the warrant except the words” (Continue on separate sheet if required)” and “to do or act thereon.”*

*The Finance Committee recommended.*

**ARTICLE 23: SEWER CAPITAL EQUIPMENT**

To see if the town will vote to raise and appropriate, or transfer from available funds or otherwise, the sum of \$1,000,000.00 to be expended by the Board of Selectmen to procure, purchase and construct

equipment necessary for the operation of sewer collection and treatment services and to meet said appropriation to authorize the Town Treasurer, with the Approval of the Board of Selectmen, to borrow \$1,000,000.00 under M.G.L. Chapter 44, or any other enabling authority.

<u>PURPOSE</u>	<u>AMOUNT</u>
Sewer Collection and Treatment Capital Improvements	\$1,000,000.00
<b>TOTAL APPROPRIATION</b>	<b>\$1,000,000.00</b>

To do or act thereon.

SPONSORED BY: Department of Public Works  
 APPROPRIATION: \$1,000,000.00  
 FINCOM RECOMMENDATION: At Town meeting

*The following action was taken:*

*Voted: Yes 145, No 2 (98 needed for a 2/3 vote) to approve Article 23 as printed in the warrant except the words, "to do or act thereon."*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

#### **ARTICLE 24: WATER CAPITAL EQUIPMENT**

To see if the town will vote to raise and appropriate, or transfer from available funds or otherwise, the sum of \$900,000.00 to be expended by the Board of Selectmen to procure, purchase and construct equipment necessary for the operation of water treatment services and to meet said appropriation to authorize the Town Treasurer, with the Approval of the Board of Selectmen, to borrow \$900,000.00 under M.G.L. Chapter 44, or any other enabling authority.

<u>PURPOSE</u>	<u>AMOUNT</u>
Water Treatment Capital Improvements	\$900,000.00
<b>TOTAL APPROPRIATION</b>	<b>\$900,000.00</b>

To do or act thereon.

SPONSORED BY: Department of Public Works  
 APPROPRIATION: \$900,000.00  
 FINCOM RECOMMENDATION: At Town meeting

*The following action was taken:*

*Voted: Yes 122, No 7 (86 needed for a 2/3 vote) to approve Article 24 as printed in the warrant except the words, "to do or act thereon."*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

#### **ARTICLE 25: AUTHORIZE FUNDS FOR SCHOLARSHIPS**

To see if the town will vote to accept the provisions of G.L. c. 60 §3C to establish a town scholarship fund, the purpose of which shall be to provide educational financial aid to deserving town residents and to establish a town scholarship fund, the purpose of which shall be to provide supplemental scholarship funding for local educational



needs. Any amounts donated to the scholarship fund shall be deposited into a special account in the general treasury and shall be in the custody of the treasurer.

In establishing the scholarship fund, there shall be a scholarship committee to consist of the superintendent of Maynard public schools or designee thereof, and no fewer than four Maynard residents appointed by the Board of Selectmen to a term of three years. The scholarship committee shall select the recipients of and amounts of financial aid from the scholarship fund and shall be guided by any criteria established by the scholarship committee subject to any ordinance or by-law and further subject to the following criteria:

- (a) The recipients of financial aid must be residents of Maynard at the time the financial aid is first awarded and have been accepted to pursue education beyond the secondary school level at the institution deemed accredited by the committee.
- (b) The committee shall take into consideration each recipient's financial need, character, scholastic record and involvement in community work as well as extracurricular school activities.

The scholarship committee may distribute financial aid from both interest and principal of the fund, without further appropriation. The scholarship committee shall establish a procedure for determining at least on an annual basis the amounts or percentage of the funds that shall be authorized for distribution and for notifying the investing officer or agency so that the funds may be made available in a timely manner and with a minimum of penalties.

To do or act thereon.

SPONSORED BY: Maynard High School Scholarship Committee  
 APPROPRIATION: None  
 FINCOM RECOMMENDATION: At Town meeting

*The following action was taken:*

*Voted: To approve Article 25 as printed in the warrant except the words, "to do or act thereon."  
 The Finance Committee recommended.*

## **ARTICLE 26: TOWN GENERAL FUND BUDGET FISCAL YEAR 2019**

To see if the town will vote to raise and appropriate, transfer from available funds or otherwise provide to meet the salaries and wages of Town Officers and employees, expense, and outlays of the Town Departments, and other sundry and miscellaneous, but regular, expenditures necessary for the operation of the Town for Fiscal Year 2019 (July 1, 2018 – June 30, 2019) and further, to accept and expend Federal and State Funds to offset certain salaries or expenses or outlays.

General Government	\$ 3,227,281.00
Public Safety	\$ 4,919,011.00
Education – Maynard	\$ 18,550,151.00
Education – Assabet	\$ 1,025,434.00
Public Works	\$ 2,004,875.00
Culture and Recreation	\$ 561,005.00
Debt Service	\$ 3,549,595.00
Reserve Fund	\$ 250,000.00
Employee Benefits	<u>\$ 8,371,598.00</u>

**Total General Fund Expenses \$42,231,539.00**

To do or act thereon.

SPONSORED BY: Board of Selectmen  
APPROPRIATION: \$42,231,539.00  
FINCOM RECOMMENDATION: At Town Meeting

*The following action was taken:*

*Voted: Yes 118, No 6 to approve Article 26 as printed in the warrant, except the line “Employee Benefits” should read: \$8,144,187.00” and the words, “to do or act thereon.”*

*The Finance Committee recommended.*

*This article was voted by a secret ballot as required per Town by-law.*

*Motion made and seconded to dissolve the May 21, 2018 Annual Town Meeting at 10:30 p.m.*

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## VOTING PRECINCTS

*Revised 11/02/2014*

### ***Precinct 1:***

*Maynard Public Library  
77 Nason Street*

Acton St. (#16, 18, 20, 22, 24, 26, 30, 38, 50, 62 & 66 thru 134)	Florida Ct.	Nancy Cir.
Amory Ave.	Florida Rd. (Excluding #2)	Nason St.
Beacon St. (evens)	Garden Way	Nick Ln.
Blue Jay Way	George Rd.	Orchard Ter.
Brigham St.	Glendale St. (#1 thru 20)	Orren St.
Brian Way	Glenn Dr.	Patti Ln.
Brooks St.	Guyer Rd.	Paul Rd.
Brown St. (#15, 17, 19, 21, 23, 25, 33, 37, 39, 43, 47, 49)	Hazelwood Rd.	Randall Rd.
Charles St.	Jethro St.	Reeves Rd.
Concord St. (#1 thru 44)	Lincoln St.	Reo Rd.
Dana Rd.	Linden St.	Rice Rd.
Dix Rd.	Loring Ave.	Rickey Dr.
Durant Ave.	Main St. (odds only #1 to 49 & 135)	Rockland Ave.
Elm Ct.	Maple Ct.	Silver Hill Rd.
Euclid Ave.	Maple St.	Summer St. (odds & #10 & 42 thru 70 all)
Everett St.	Marble Farm Rd.	Sunset Rd.
	Mayfield St.	Whitney Ave.
	Michael Rd.	
	Mockingbird Ln.	

### ***Precinct 2:***

*Fowler School Auditorium  
3 Tiger Drive (off Great Rd)*

Abbott Rd.	Elmhurst Rd. (evens excluding #2)	Main St. (evens only #2 to 48 and all #50 to 257)
Allan Dr.	Elmwood St. (#4)	Martin St.
Apple Ridge Rd.	Espie Ave.	Mill St.
Assabet St.	Fletcher St.	Newton Dr.
Beacon St. (odds)	Florida Rd. (#2 only)	Oak St.
Bent Ave.	Front St.	O'Moore Ave.
Boeske Ave.	Great Rd. (#1 thru 160 excluding odds #129 thru 159)	Park St.
Burnside St.	Harriman Ct.	Parker St. (#5, 9, 11, 15, 17, 19, 21, 23, 25, 27, 29, 31, 33)
Chandler St. (#1)	Heights Ter.	Percival St.
Church Ct.	High St.	Pine St.
Cindy Ln.	Hillside St.	Pomciticut Ave.
Dartmouth Ct.	Howard Rd.	Railroad St.
Dartmouth St. (odds)	Lovell Ct.	River St.
Dewey St.		
Driscoll Ave.		
Elaine Ave.		

Riverbank Rd.	Summer Hill Rd.	Virginia Rd.
Riverside Park	Summer St. (evens	Walnut St. (#21, 22, 23, 26,
Riverview Ave.	excluding #10 & 42 to	28, 30, 32, 34, 36, 38, 40,
Sheridan Ave.	70)	42, 44)
Sherman St.	Summit St.	Waltham St. (#5)
Shore Ave.	Taft Ave.	White Ave.
Spring Ln.	Taylor Rd. (evens)	Wilson Cir.
Sudbury Ct.	Thomas St.	Winter St.
Sudbury St.	Thompson St. (#3, 7, 23,	
Summer Hill Glenn	25)	

### ***Precinct 3:***

*Fowler School Auditorium  
3 Tiger Drive (off Great Rd)*

Arthur St. (odds)	Gabrielle Cir.	Parker St. (Excluding 4, 5,
B St.	Garfield St. (#3, 10, 12, 14)	6, 8, 9, 11, 14, 15, 16, 17,
Balcom Ln.	Great Rd. (#161 thru 324 &	19, 20, 21, 23, 25, 27, 28,
Bancroft St.	odds only #129 thru 159)	29, 30, 31, 33)
Barilone Cir.	Harrison St.	Roosevelt St. (Excluding
Burns Ct.	Hayes St. (#9 thru #26)	#2, 4, 6)
Carbone Cir.	Karlee Dr.	Sarah Ln.
Carriage Ln.	Kitty Cat Ln.	School St.
Chance Farm Ln.	Kristen Ln.	South St.
Chandler St. (Excluding #1)	Lantern Ln.	Taylor Rd. (odds)
Cutting Dr.	Little Rd.	Thompson St. (Excluding
Dartmouth St. (evens)	Louise St.	#3, 7, 23, 25)
Demars St. (Excluding #1)	Marlboro St.	Tobin Dr.
Dettling Rd.	Maybury Rd.	Turner Rd.
Dineen Cir.	Meadow Ln.	Vose Hill Rd.
Elmhurst Rd. (odds & #2)	McKinley St.	Walker St.
Elmwood St. (Excluding	North St.	Walnut St. (Excluding #21,
#4)	Oak Ridge Dr.	22, 23, 26, 28, 30, 32, 34,
Fairfield St.	Old Marlboro Rd.	36, 38, 40, 42, 44)
Field St.	Old Mill Rd. (#1 thru 36)	Waltham St. (odds
Forest St.	Oscar's Way	excluding #5 thru 73)
Fowler St.	Parker Place	Woodridge Rd.

### ***Precinct 4:***

*Maynard Public Library  
77 Nason Street*

Acton Ct.	Amy Lynn Way	Brown St. (Excluding #15,
Acton St. (#1 thru 63	Arthur St. (evens)	17, 19, 21, 23, 25, 33, 37,
excluding #16, 18, 20,	Bates Ave.	39, 43, 47, 49)
22, 24, 26, 30, 38, 50,	Bellevue Terr.	Butler Ave.
62)	Birch Terr.	Colbert Ave.

Conant St.	Glenview Ter.	Roosevelt St. (#2, 4, 6)
Concord St. (#45 thru 125)	Grant St.	Russell Ave.
Concord St. Cir.	Hayes St. (Excluding #9 thru #26)	Second St.
Country Ln.	Haynes St.	Third St.
Crane Ave.	Hird St.	Tremont St.
Dawn Grove	King St.	Vernon St.
Dawn Rd.	Lewis St.	Walcott Ave.
Deane St.	Lindberg St.	Walcott St.
Deer Path	Marks Way	Wall Ct.
Demars St. (#1)	Noble Park	Waltham St. (evens & including odds #7 thru 73)
Douglas Ave.	Old Mill Rd. (#37 thru 44)	Warren Ave.
East St.	Parker St. (#4, 6, 8, 14, 16, 20, 28, 30)	Warren St.
Elm St.	Parmenter Ave.	West St.
Ethelyn Cir.	Pinecrest Ter.	Wilder St.
Fifth St.	Pine Hill Rd.	Windmill Dr.
First St.	Pleasant St.	Winthrop Ave.
Garfield Ave.	Powder Mill Cir.	Wood Ln.
Garfield St. (Excluding #3,10,12,14)	Powder Mill Rd.	Woodbine Ter.
Glendale St. (#21 thru 63)	Prospect St.	
Glennhill Ter.		

## BOARD OF REGISTRARS

To the Citizens of Maynard:

The Board of Registrars herewith submits their Annual Report for the year ending December 31, 2018.

### *Members*

Anita Dolan	Member
C. David Hull	Member
Charles T. Shea	Member
Michelle L. Sokolowski	Clerk

The Annual Listing of Residents was conducted beginning in January, 2018, as prescribed by law, Chapter 51, Section 4, of the General Laws. The Census was completed by the end of April and Street Lists were available by the first of June. The Board of Registrars held extra sessions of voter registrations prior to all Town Meetings and Elections, and certified names on nomination papers and on absentee voters.

At the close of 2018, the number of registered voters was as follows:



	<i>PRCT. 1</i>	<i>PRCT. 2</i>	<i>PRCT. 3</i>	<i>PRCT. 4</i>	<i>Total</i>
<b>DEMOCRATS</b>	609	664	582	601	2456
<b>REPUBLICANS</b>	173	182	214	186	755
<b>GREEN-RAINBOW</b>	5	6	0	4	15
<b>UNITED INDEPENDENT</b>	9	9	5	7	30
<b>UNENROLLED</b>	1168	1087	1132	1117	4504
<b>*GREEN PARTY USA</b>	2	1	0	0	3
<b>*MA INDEPENDENT PARTY</b>	0	2	0	1	3
<b>*LIBERTARIANS</b>	6	12	3	9	30
<b>*SOCIALIST</b>	1	1	0	2	4
<b>*AMERICAN INDEPENDENT</b>	4	2	1	1	8
<b>*PIZZA PARTY</b>	0	1	1	0	2
<b>*AMERICA FIRST PARTY</b>	0	0	1	0	1
<b>*CONSERVATIVE</b>	2	0	1	1	4
<b>*INTER 3RD PARTY</b>	0	0	0	1	1
<b>TOTAL</b>	<b>1979</b>	<b>1967</b>	<b>1940</b>	<b>1930</b>	<b>7813</b>

*\*Political Designation*

The Board of Registrars would like to encourage residents of Maynard to register to vote. Your vote is important.

### ***Voter Registration***

In order to vote at town, state and national elections and to vote at town meetings, town residents must be registered voters. Voter registration is a simple and convenient process. However, there are some legal time constraints that must be observed:

Registration - Massachusetts official Mail-in Voter Registration Form

- ✓ at your Town Clerk's Office
- ✓ at the Town Library
- ✓ at State agencies

Qualifications - To register you must:

- ✓ be a U.S. Citizen
- ✓ be a Massachusetts resident
- ✓ be at least 18 years old on or before the next election

Special Times of Registration Prior to Election - Additional special times of registration prior to elections and town meetings are established by State statute. The State statute also sets registration deadlines (closings) for elections and town meetings. Times of registration are posted. If you have any questions regarding registration, please call Michelle L. Sokolowski, Town Clerk, at 978- 897-1300.

The Board of Registrars would like to thank the Board of Selectmen, Town Officials and employees for their courtesy and cooperation throughout the year.

Respectfully submitted,

***Michelle L. Sokolowski***  
***Clerk***





# Public Safety

## POLICE DEPARTMENT



The Maynard Police Department is a full-service accredited police agency consisting of 21 sworn officers who provide law enforcement services 24 hours a day, seven days a week. The police department provides residents and visitors the highest level of public safety, emphasizing a proactive, problem solving and preventative approach. The goal of the Maynard Police Department is to establish partnerships with the community, use innovative problem solving approaches, preserve life, protect property, and build long-term relationships with the community which we serve. We take great pride in the services we provide and through cooperative resolution of community safety, problems, and concerns we strive to jointly identify root causes and solutions for crime, disorder, and quality of life issues.

We hold ourselves to the highest standards and live by our **Core Values** of: *Integrity, Professionalism, Compassion, Teamwork, and Community Satisfaction*

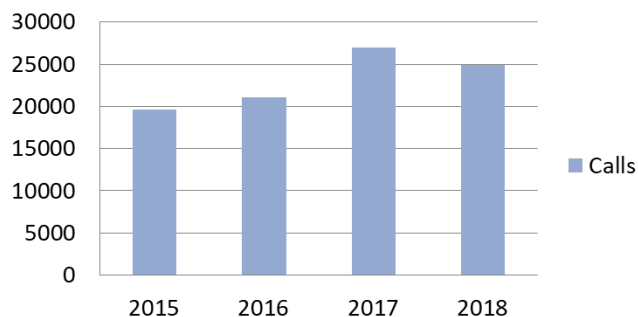
### *Mission Statement*

The Mission of the Maynard Police Department is to efficiently provide quality police service to our community by promoting a safe environment with an emphasis on treating everyone with trust, integrity, fairness, and professionalism.

### *Summary of 2018*

I am happy to report that we have seen a decline in most crime and overall incidents during the past several years. Many categories that we track have been reduced compared to annual totals when reviewing statistics over multiple years. A chart comparing several years of statistical data is included for your review. The Case Activity graph illustrates a reduction in all documented categories since 2015.

**Calls for Service**



Motor vehicle traffic, such as speeding cars is the most common complaint we receive from residents. I am pleased to report there is an increase in motor vehicle stops and citations this year because officers have more uncommitted patrol time to spend on traffic enforcement. Addressing problem intersections or concerns of speeding cars on specific streets is a top priority for us.

Our continued success is largely based on officers engaged with the community throughout the year. Because of the reduced number of incidents officers are able to spend time with community members, groups, and organizations more often. Officers are eagerly involved in a variety of activities; Maynard Fest, Oktoberfest, road races, Downtown Trick or Treat, a variety of fund raisers, station tours, and several parades are just some of the opportunities we take to interact with residents. We look forward to participating in such a variety of events each year, collectively this is what makes Maynard a special community.

Finally, I am proud that the police department has achieved re-accreditation in 2018. Accreditation is renewed every three years and requires a significant amount of work preparing for a team of outside expert assessors to review every aspect of the department. Accreditation is a significant achievement and proves that we are following best practices in Massachusetts. Maynard is one of only 82 Massachusetts police departments that are fully accredited.

### ***Personnel Changes***

- Officer Brandon Moore was hired January 30<sup>th</sup>.

### ***Department Staff***

<u>Chief</u>	<u>Patrolmen</u>	<u>Special Officers</u>
Mark W. Dubois	Karl Nyholm	James Dawson
<u>Administrative Assistant</u>	Richard Seeley	Mary McCue
Lucie DiStefano	Jeffrey Houle	Ralph Aulenback
	Eric Davoll	James Loomer
<u>Lieutenant</u>	Brian Peterson	Brittany Cormier
Michael Noble	Christopher Sweeney	Sal Albanese
<u>Sergeants</u>	Lucien Comeau	James Banatoski
Stephen Jones	Daniel Bodwell	James McGrath
Gregory Balzotti	Michael Sutherland	Jordan Blackington
Brian Cushing	Neil Maskalenko	<u>Crossing Guards</u>
William Duggan	Trista Manchuso	Martha Shugrue
Shawn Corrigan	Patrick Brennan	Donald Malatesta
<u>Custodian</u>	Mirella Ruggiero	Alex Frazier
James Maria	Brandon Moore	

### ***Police Grants***

The Maynard Police Department received several grants during the year:

- COPS Law Enforcement Technology \$12,930 balance
- Bullet Proof Vest Grant \$4,955 balance

### ***Maynard Police Toy Drive***

The annual Maynard Police Toy Drive was once again very successful. We assisted 41 Maynard families, comprised of 79 children, so they could enjoy their Christmas holiday. The toy drive is successful because of the generosity of residents and cooperation of the many businesses. The toy drive is organized by Sergeant Shawn Corrigan and Juvenile Detective Trista Manchuso. We would especially like to thank those who donated toys or money to make this a great event: Jack Malcolm and the Maynard Area Auto Club, Karen Gellatly and Acacia Communications, Gabrielle Berberian and the RJ Grey School in Acton, FEMA, Maynard Outdoor Store, Fine Arts Theatre Place, The Paper Store, St. John's Lutheran Church, Russell's Convenience Store, Citizens Bank, Middlesex Savings Bank, Maynard Country Club, The Greg Hill Foundation, Richard Lozeau, Paul Boothroyd, Monica Mehigan, James Maria, and all the anonymous donors.

## Parking

Parking Meter Collection .....	\$18,278.00
Parking Tickets .....	\$20,516.00

The Town of Maynard is using the services of Kelly and Ryan Associates as a collection agency for our parking ticket revenue.

The support the Maynard Police Department receives from the Town Administrator, Board of Selectmen, and Community is a large part of our success – thank you.

Respectfully submitted,

**Mark W. Dubois**  
Chief of Police



## Case Activity Report:

Case Activity	2016	2017	2018
Total Offenses Committed	895	775	768
Felonies	166	137	140
Crime Related Incidents	326	323	308
Non Crime Related Incidents	500	516	448
Total Arrests	222	184	166
Protective Custody	31	19	15
Juvenile Arrests	1	3	1
Total Criminal Complaints (Summons & Warrants)	175	132	138

Department Totals	2016	2017	2018
Incident Reports	862	880	804
Arrests	223	184	166
Motor Vehicle Stops	3166	3942	4131
Citations	1124	1566	1532
Warrants	186	144	99
Accidents	148	169	147
E911 Call Volume	1,828	1859	1555

### ***Calls for Service Report:***

Call Reason	Total	Call Reason	Total	Call Reason	Total
911 Call/Abandoned/ Hangup	123	Fire, Vehicle	2	Parking Complaint	110
Abandoned MV	5	Fire, Structure	1	Property Release	57
Alarm - Smoke Detector	114	Fire, Other	38	Property Damage	19
Alarm - Business	113	Field Interview	0	Found / Lost Property	172
Alarm - Residential	44	Follow Up Interview	0	Prisoner Released	74
Alarm - Carbon Monoxide	24	Follow Up Investigation	335	Prisoner Transport	55
Animal Complaint	383	Fraud	37	Private Tow / Repossession	15
Area Check	10509	Forgery/Uttering/Counterfeit	2	Radar Enforcement	2089
Assault	9	General Service	259	Serve Restraining Order	26
Assist Citizen	174	Hazmat Incident / Spill	2	Restraining Order Violation	8
Assist Fire Department	1	Harassing / Harassing Calls	59	Medical Emergency (Overdose)	5
Assist Police Department	46	Hazard	35	Sudden Death	5
Assist Other Agency	42	ID Check	6	Section 12 / Psych. Emergency	31
Attempt to Locate	6	Identity Theft	14	Sex Offenses	4
B&E (Motor Vehicle)	5	Investigation	14	Shoplifting	3
B&E (Past)	14	Juvenile Offenses	52	Suicide / Threat	6
Bomb Scare	0	Larceny of a Motor Vehicle	7	Serve Summons	70
Burglary	3	Larceny	42	Suspicious Person	86
By-Law Violation	11	Locked Out	34	Suspicious Vehicle	111
Building Check	173	Locked In	4	Threatening to Commit a Crime	7
Court Paperwork Received	111	Medical Emergency	711	Traffic Enforcement	1359
Civil Dispute	22	Missing Person	5	Traffic Control	15
Directed Patrol	411	Mutual Aid Police	1	Trespassing	1
Disturbance	92	MV Accident W / No Injury	127	Traffic Hazard	103
Disabled Motor Vehicle	121	MV Accident W / Injury	10	Undesirable	6
Domestic Disturbance	31	MV Accident Property Damage	16	Vandalism	24
Illegal Dumping	12	MV Complaint	134	Serve Warrant	86
Electrical / Wiring Problem	5	MV Accident Hit & Run	32	Water Problem	51
Escort / Transport	85	MV Accident Pedestrian	0	Well Being Check	117
Environmental	0	Motor Vehicle Stop	4131	Wire/Tree Down	261
Explosion / Fire Works	25	Noise Complaint	58		
Family Matter	44	Notification	112		
Alarm - Box	39	Open Door	48		
Fire, Brush	6	Serve Paperwork	89		

### ***Total Crimes Report:***

Crime	2017 Total	2018 Total
Kidnapping/Abduction	1	2
Forcible Rape	3	5
Forcible Fondling	1	1
Aggravated Assault	21	24
Simple Assault	40	42
Intimidation	16	19
Statutory Rape	4	2
Burglary/B&E	10	8
Larceny (Shoplifting)	1	2
Larceny (Building)	6	17
Larceny (Motor Vehicle)	4	4

Crime	2017 Total	2018 Total
Larceny (All Other)	38	26
Motor Vehicle Theft	4	4
Counterfeit/Forgery	13	11
Fraud (False Pretense/Swindle)	11	13
Fraud (Credit Card/ATM)	3	3
Fraud (Impersonation)	11	7
Destruction of Property)	42	33
Drug/Narcotic Violations	18	4
Bad Checks	7	3
Disorderly Conduct	11	9
Driving Under the Influence	27	22
Drunkenness	22	17
Liquor Law Violation	11	6
Trespass	1	0
All Other Offenses	100	109

## PUBLIC SAFETY COMMUNICATIONS

### *Grants*

Maynard Public Safety Communications was initially awarded two State 911 Department Grants. The Support and Incentive Grant (\$19,939.00) and the Training Grant (\$10,000.00). The Support and Incentive Grant is applied in its entirety to offset the cost of personnel salaries. The Training Grant is applied to the costs of training new Public Safety Dispatchers, as well as meeting the required State 911 Department continuing education hours (16 hours). In October of 2018, we received additional funding (\$9,041.00) to our Support and Incentive Grant after transitioning to Wireless Direct. This means the Maynard Public Safety Communications Center receives a portion of cell phone calls directly, rather than them being routed to Essex Regional Call Center, more effectively serving our community. This brings to total State 911 Department Grants awarded to Maynard Public Safety Communications to \$38,980.00.

### *Call Volume*

There were 1,555 calls received on the 911 emergency lines into Maynard Public Safety Communications.

### *Personnel*

In 2018, Dispatchers James McGrath, Erica Hardy, and Justyne Stewart remained on staff in a full time capacity. Jessica Walsh accepted a position with U.S Border Patrol. Alicia Luther was hired to fill a vacant Part-Time vacancy, and was quickly promoted to Full-Time upon Jessica Walsh's departure. Brittany Cormier, Douglas Dow, and Jessica McGowan remain on staff as Per-Diem Dispatchers. Joseph MacDonald was hired to fill the Part-Time position, and will begin his training in 2019. Dispatcher MacDonald comes to us with 10 years of experience in Law Enforcement Dispatch.

### ***Going Forward***

Maynard Public Safety Communications is looking to examine the possibility of growth, in terms of personnel. We would like to adequately equip our Communications Center to serve the community and handle Police and Fire calls, as well as retain staff with additional Full-Time positions. The addition of housing and businesses with the 129 Parker Street project may increase the call volume going forward. We have adopted Wireless Direct, and begun to accept Text to 911 calls. We will look to see if this increases the call volume in our Communications Center over the coming years, which may warrant increased staffing levels.

Respectfully submitted,

***Sarah Finnerty***  
***Communications Supervisor***





## ANIMAL CONTROL OFFICER

TOTAL NUMBER CALLS HANDLED	716
Complaint Calls	40
Lost Dog Calls	18
Lost Cat Calls	11
Other Cat-related calls	20
Wildlife Calls	88
Miscellaneous Calls	317
Dead Animals Removed/Disposed by ACO	0
Total Animals Picked Up	17 (Includes 1 guinea hen, 1 love bird)
Rabies Clinic Vaccinations (April 2, 2016)	19
Specimens to State Lab for Testing	3 bats, 1 raccoon (all negative)
Animal Bites (human/other animal)	18
Quarantine Orders Issued/Released	67
Total Citations Issued	116

Respectfully Submitted,

**Jennifer A. Condon**  
**Animal Control Officer/Inspector**

## FIRE DEPARTMENT

### *Organizational Updates*

2018 was an eventful year for your Maynard Fire Department. We saw the retirement of longtime Captains Peter Morrison and Sean Kiley. Captain Walter Latta left us to become Assistant Fire Chief in Concord. We have promoted Angela Lawless, Michael Parr, and John King each to the rank of captain. We saw some of our firefighters leave for other opportunities allowing us to hire quite a few new people. We added Jack Bertonassi, Ed Wasiuk, Alex Martinec, Brian Kramer, Ian Tweeddale, Joshua Schrader, and Daniel Gould, to our career firefighter ranks. In November four of these firefighters, Jack Bertonassi, Ed Wasiuk, Alex Martinec, Brian Kramer graduated from the Career Recruit Academy at the Massachusetts Fire Academy. 2018 also featured the release of our updated five-year strategic plan. The plan focuses on organizational goals over the coming years including increasing our EMS and Public Education capability, preparing for national accreditation and more! The overall mission of the Maynard Fire Department remains the same and some of the higher priority items in the updated plan remain improved methods of training, more efficient inspectional services as well as working toward a safe and efficient facility from which the fire department to operate.

<i><b>Year</b></i>	<i><b>Emergencies</b></i>	<i><b>Year</b></i>	<i><b>Emergencies</b></i>
2008	1,328	2014	1,444
2009	1,357	2015	1,501
2010	1,370	2016	1,505
2011	1,354	2017	1,529
2012	1,419	2018	1,504
2013	1,451		

This past year saw us respond to 1,504 emergency incidents, the majority of those falling in the EMS category. Maynard sustained just under \$70,000 worth of fire damage while protecting almost 2 billion dollars' worth of assessed property in the community. In recent years we have seen an increase in emergency service requests. We

are projecting an impact of between 10 and 12% in emergency service requests once the 129 Parker Street project is built-out and occupied

### ***Emergency Medical Services Division***

The Maynard Fire Department (MFD) responded to 1,019 medical calls in 2018, this equates to 66% of our total responses. All members are aware that our medical service has one of the greatest impacts on the community and that impeccable service is what we strive to provide. The Maynard Fire Department emphasizes this fact by ensuring top-notch education and training to our firefighter/EMT. The department provides vendors from many disciplines to educate all our members. Annually we are required to take 20 hours in continuing education, MFD far and exceed the minimum standards. In the past, we have had specialized courses on topics to ensure we are prepared for the demographics we encounter in the community, such as; providing care to our autistic patients and patients that have dementia or Alzheimer's and many more.

The chain of survival does not start with Maynard Fire Department, it begins in the community and therefore the Maynard Fire Department provides classes for schools, daycares, Scout leaders, town employees, community members or anyone that asks. For the past few years, we have started a Pop-Up CPR program where we teach hands-only CPR to Maynard citizens at random places around town, look out for us at the farmers market or your favorite coffee shop. This program only takes a few moments and can save a life. If you have a group of people that want to be taught CPR contact the station.

### ***Training***

In 2018, Maynard Firefighters documented 899 in-house training events accounting for over 3,400 hours of employee training. This included training with our newer firefighters to give them the basic skills to provide the best service possible as a Maynard Firefighter.

In November firefighters Alex Martinec, Jack Bertonassi, Ed Wasiuk, and Brian Kramer graduated from the Massachusetts Fire Academy's Career Recruit Program. As the class spokesperson, Jack Bertonassi delivered an inspiring speech to his fellow graduates urging them to continue training throughout their careers. Alex Martinec received the award for the outstanding recruit in his class of 38 firefighters from around the state. This is quite an accomplishment and we are extremely proud of him and our other graduates

### ***Inspectional Services***

In 2018 the Maynard Fire Department documented 377 inspections of all types such as smoke and carbon monoxide detectors, oil and propane tank removals and installations, fire alarm and sprinkler systems and many other categories. The property at 129 Parker Street is well underway, so we expect this number and impact to rise significantly in 2019 and beyond.

The chart shows the increase in inspections over a ten-year period.

<i><b>Year</b></i>	<i><b>Inspections</b></i>	<i><b>Year</b></i>	<i><b>Inspections</b></i>
2008	168	2014	258
2009	184	2015	285
2010	198	2016	343
2011	171	2017	396
2012	234	2018	377
2013	264		

In additions to inspections, the Maynard Fire Department also issues permits for oil burners, tanks, sprinkler systems, fire alarm systems, and many other categories. We also conduct plans reviews of proposed sites for new projects and major changes to existing ones, sprinkler system and fire alarm installations, and in some cases building layout. As has been the case in recent years, inspectional services continue to consume a large amount of time during the workday. We also conduct daily, weekly, and month's maintenance on apparatus, equipment and the fire station itself in an effort to keep equipment ready for service.

### ***Communications***

This past year saw us continue the full transition to radio box technology. We started this process in 2013 to begin moving away from the aging municipal system we had been using. We still have a few customers on the older system but expect them to be moved off soon. We are continuing to build relationships with the communications center and improve the delivery of emergency services throughout the community.

### ***Public Education***

In 2018, the Maynard Fire Department continued its mission of providing safety-related, educational experiences for all of the citizens of our community. We were able to obtain two state S.A.F.E. (Student Awareness of Fire Education), grants. One of these grants gave Maynard Firefighters the opportunity to educate Maynard School children. The second grant allowed Maynard Firefighters to present to our older adults. Both of these forums allow us to share valuable life safety tips and techniques to keep our most vulnerable citizens safer. These funds helped with all of our efforts throughout the year. Additionally, Maynard Firefighters are committed to providing public education in other areas as well. Additional programs and events that the Maynard Fire Department participated in, or sponsored were, a simulated motor vehicle accident, Youth Public Safety Day, and our annual open house. The simulated motor vehicle accident was presented to Maynard High School students in May to demonstrate the dangers of distracted or impaired driving. The Youth Public Safety Day was conducted in conjunction with the Middlesex County Sheriff's Office, the Maynard Police and the Boys and Girls Club of Maynard, to give children an overview of public safety activities. We had our annual open house during the downtown Maynard Fest Festival and were fortunate enough to connect with dozens of Maynard families.



### ***Building, Apparatus and Equipment***

Maynard's Fire Station continues to show the wear and tear of an aging building and is in rough shape despite the efforts of our personnel, and the facilities department, to keep up with the maintenance. Once again this year we needed to do some repair work on the boiler, work on our overhead heating system on the apparatus floor. This past year work was done on the plumbing and electrical systems, unfortunately, with the age and condition of the existing systems; it needs to be done frequently. This year we were fortunate enough to receive a state grant to help fund some upgrades for equipment needed in the fire station. We are still in the process of purchasing that

equipment, but it will be equipment that can be moved to a new facility once complete. We also received another FEMA Grant in the amount of \$125,000. These funds will be used to install life safety equipment in the existing facility, and to purchase and upgrade fitness equipment. Our apparatus breakdown and descriptions are below

<i>Apparatus</i>	<i>Description</i>	<i>Apparatus</i>	<i>Description</i>
<i>Engine 1</i>	2001 E-One, Class A Pump	<i>Brush 1</i>	2011 F-350 with a forestry pump unit on a removable skid
<i>Engine 2</i>	2015 E-One, Class A Pump	<i>Car 9</i>	2013 F-450, Chassis with OSAGE patient compartment
<i>Ladder 1</i>	2017 E-One Aerial with 1500 GPM Pump (Quint)	<i>Car 10</i>	2013 Fore Explorer with command car set-up
<i>Marine 1</i>	Rescue Boat		

### ***The Future***

Based on our strategic plan, major initiatives moving forward are training firefighters to the Paramedic level, seeking accreditation through the Center for Public Safety Excellence, building a new, safe and modern fire station, continuing to build on and expand existing programs for fire prevention and public education. The accreditation process is designed to ensure fire departments are following industry best practices and are meeting benchmarks established by national consensus standards. We are committed to continuing to provide Maynard residents with the highest level of service possible in a cost-effective manner. We hope to see support for a new fire station shortly as the current building is beyond its expected useful life.

I would like to thank my department members for their continued dedication to the fire service and their support of the fire department. I would also like to thank the Board of Selectman, as well as all the town hall staff, all town department heads and their staffs and most importantly the citizens of Maynard for their continued support.

Respectfully submitted,

***Anthony Stowers***  
***Fire Chief***

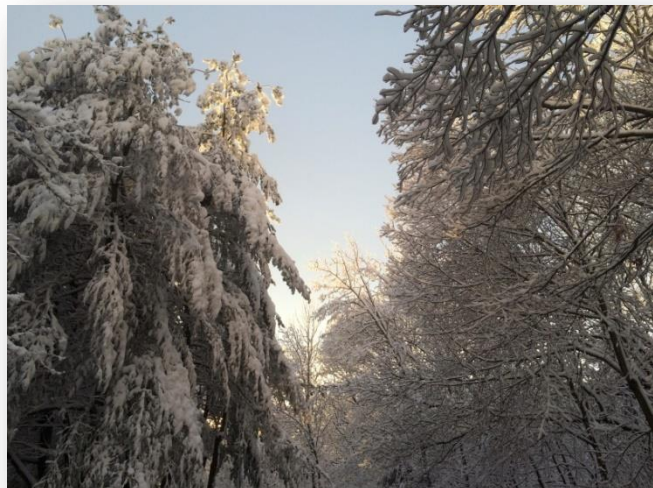
## **EMERGENCY MANAGEMENT AGENCY**

The Maynard Emergency Management Agency (EMA) is the Town agency responsible for coordinating federal, state, local, volunteer, and private resources during emergencies and disasters in the Town of Maynard. Emergency Management develops plans for effective response to all-hazard incidents, disasters or threats, trains emergency personnel and volunteers to protect the public, provides information to residents, and assists individuals, families, and businesses to mitigate against, prepare for, and respond to and recover from emergencies, both natural and manmade. Maynard's emergency management plan was updated this year.

2018 was relatively mild weather-wise in comparison to prior years. In the event of extreme weather conditions, the Emergency Management Agency manages and activates "Warming Centers" and "Cooling Centers" to be used during the different seasons of the year when there is a power outage.



These are used as temporary places of refuge to warm up or cool down, charge your cell phone or medical equipment, and perhaps get something to drink or eat. It does not accommodate overnight stays. Throughout the year, with the assistance of our Maynard Citizen Corps/Medical Reserve Corps (MCC/MRC) Executive Committee, we continued to work on establishing Shelter plans, reaching out to Community groups offering education and opportunities to be involved and seeking funding to



continue to make our community more resilient. We continue to urge residents to be prepared and have emergency supplies on hand to Shelter in Place for a Weather Event.

The Emergency Management Director (EMD) serves as the Chairman of the Local Emergency Planning Committee (LEPC). The LEPC is the planning side of the Town's department-wide response to emergencies. The Maynard EMA continued using the state's web-based emergency management communications system, WebEOC, to provide real-time information sharing during natural and man-made incidents.

The EMD worked closely with staff from the MEMA Region 1 Office in Tewksbury and Framingham Headquarters. In addition, staff attended several Local Directors Meetings and various stakeholder meetings/training throughout the state.

I would like to thank Deputy Director of Operations John Flood, Deputy Director of Logistics & Support Aaron Miklosko, and Executive Assistant Stephanie Duggan for their assistance and dedication to supporting and coordinating Agency activities. Ms. Duggan, "the Voice of Maynard", also serves as the MCC/MRC Coordinator and handles all notifications of meetings and events, coordinates unit activities and assists with all emergency response call out to volunteers and the Town at large. I'd like to extend a special thank you to all the volunteer members of the MCC/MRC for their dedication to ensuring the safety of the residents of Maynard.

In closing, I would like to remind residents that the Maynard Emergency Management Agency maintains a dedicated public emergency information line for residents to call for important recorded information during an incident, please make note of the following number:  
**(978) 897-1332.**

Respectfully submitted,

***Anthony Stowers***  
***Emergency Management Director***  
***Chairman, Local Emergency Planning***  
***Committee***



# Public Works

## ADMINISTRATIVE DIVISION



### *Mission Statement*

The mission of the Department of Public Works is to provide the safest, and the most efficient and effective operation of town services and the most efficient maintenance, repair and capital improvement of town infrastructure in the most courteous, professional and citizen-responsive manner. This mission is accomplished through the department's multi-disciplinary divisions including Administration, Highway, Cemetery & Parks, Water & Sewer, Facilities, and Solid Waste & Recycling.

The Department of Public Works provides essential public services to the residents and businesses of Maynard. These services include the treatment and distribution of safe, clean drinking water; construction of Town roads and sidewalks; maintenance of sewer and storm drainage infrastructure; collection and treatment of wastewater; solid waste disposal and recycling; maintenance and care of the town parks and cemetery; maintenance of municipal buildings and forestry maintenance.

### *Administrative Staff:*

Aaron Miklosko.....	Director of Public Works
Marie Morando.....	Administrative Assistant
Deb Mealey.....	Department Assistant
Wayne Amico (VHB).....	On-call Engineer

The Department of Public Works (DPW) Administration is responsible for budgeting, planning, engineering and operations management of the department. DPW Administration provides leadership and management support to all divisions in an effort to achieve department goals.

The success of the Department relies heavily on the talent and commitment that exists within its workforce, the support and guidance provided by the Town Administrator and Board of Selectmen, and the cooperation that exists between Town departments.

VHB provides part-time Town Engineering support within the DPW and on-call engineering assistance to the Town, as needed, to help resolve engineering challenges.

### **Department of Public Works Office – Located in the Lower Level of Town Hall**

<b>Hours of Operation:</b>	Monday, Wednesday & Thursday	8:00 am to 4:00 pm
	Tuesday	8:00 am to 7:00 pm
	Friday	8:00 am to 12:00 pm
	Closed:	Weekends & Public Holidays
	Phone#	(978) 897-1317
	Fax#	(978) 897-7290

We can also be reached through the Town's website

**<http://www.townofmaynard-ma.gov/dpw/>**



### ***Solid Waste/Recycling/Mercury Reduction Program***

Department of Public Works manages the solid waste and recycling program for the Town of Maynard. The Town's current solid waste and recycling contract was awarded to E.L. Harvey & Sons to facilitate the removal of residential solid waste and recycling commencing July 1, 2017 for five years with the option for additional two years.

The current Pay-As-You-Throw program helps to keep the tonnage of trash down while encouraging residents to participate in the recycling program.

The DPW also operates the seasonal Recycling Drop-Off Center. At the drop-off center residents are able to dispose of items such as tires, appliances, hazardous waste, forestry brush and paper for shredding.

Additional recycling programs include mercury reduction, button cell batteries and florescent bulbs. Residents may bring these items to the Public Works administration offices in Town Hall for disposal.

## **HIGHWAY DIVISION**

### ***Highway Staff:***

Joe Foster.....	Highway Foreman
Matt Tuomi.....	Special Equipment Operator
Tom Palola.....	Lead Mechanic
Michael Conroy.....	Skilled Laborer
Shaun Dickerson.....	Skilled Laborer
James Ferguson.....	Skilled Laborer
Craig Gonsalves.....	Skilled Laborer

The DPW Highway Division maintains over 83 lane miles of roads, 30 miles of sidewalks, all municipal parking lots and the Town's storm drainage infrastructure. This division is also responsible for the fleet maintenance of all Town owned motor vehicles and mechanical equipment.

In 2018, the following highway paving and sidewalk construction projects were completed:

- Summer Street was completed with all new concrete sidewalks. This project will continue into the 2019 construction season.

### ***Street and Sidewalk Sweeping***

All sidewalks are cleaned of winter sand and debris, all roadways, parking lots and schools are swept multiple times during the year. The street sweeper is a tremendous asset to our fleet. Not only does street sweeping play a huge role in maintaining the cleanliness of public spaces, is necessary to ensure the Town maintains compliance with National Pollutant Discharge Elimination System regulations and Clean Water Act requirements. Cleanup programs sponsored by various civic organizations are supported by this Department.

### ***Traffic Signs, Street Name Signs and Line Painting***

The DPW administers a Sign Replacement Program, through which signs are replaced as needed. The DPW works closely with Town Administration and the Police department to address signage needs.

Crosswalks, parking stalls, and other road marking are repainted in the spring or early summer and maintained as needed. Yellow center lines and white fog lines on public roadways are also painted in once during the summer.

### ***Street Light Maintenance***

The Department of Public Works has contracted with Coviello Electric to replace or repair all of the LED fixtures. In 2018, 105 street light work orders were completed. Green Communities Grant funding has assisted the Town with the conversion of over 600 street lights to LED fixtures. The Town encourages residents to notify the Department of Public Works Administrative office of any street lights that are not functioning or in need of maintenance.

### ***Snow and Ice Control***

The Highway Division provides winter snow and ice maintain throughout the Town. All streets and sidewalks located adjacent to main roadways are plowed and salted as needed during winter storm events. Snow is removed as needed from the Central Business District along with intersections and outlying areas to allow for proper traffic movement, pedestrian use and public safety. The Town roadways are treated with road salt mixed with magnesium chloride. During winter storm response, the Town utilizes over 35 pieces of equipment on the roadway. This effort is made up of DPW employees from all divisions as well as contracted employees and equipment. During this past snow season we had 75 inches of snow, and used 1200 tons of treated salt. The DPW would like to thank all Town residents and business owners for their patience during the snow season.



### ***Fleet Vehicle & Equipment – Maintenance & Repair***

The Highway Division maintains all vehicles owned by the Town of Maynard (except specialty Fire Apparatus Equipment). There are presently 55 pieces of equipment registered in our fleet which include trucks, loaders, backhoes, sidewalk plows, sewer vacuum truck, brush chippers etc. The equipment is maintained to the highest degree possible.

Working together with the Board of Selectmen and Town Administration, the department has developed a program for tracking and upgrading the fleet as part of the capital improvement plan.

### ***Storm Drains***

The Storm Water Management Act requires the inspection of all outfalls for pollutants. We have mapped the outfall locations along the Assabet River and the collection points throughout Town.

A total of 900 catch basins and selected drain lines were mechanically cleaned in 2018.

The Department requests that Maynard Residents keep the catch basins located adjacent to their property clear of leaves and debris. This prevents localized flooding during heavy rain events. The DPW thanks the residents for their assistance with this effort.

## CEMETERY & PARKS DIVISION

### *Parks and Cemetery Staff:*

Marc Currier.....	Cemetery & Parks Foreman
Jacob Doughty.....	Skilled Laborer
Joseph Parker.....	Skilled Laborer

The DPW Cemetery & Parks Division is responsible for the maintenance of the Glenwood Cemetery, Memorial Park, Reo Park, Coolidge Park, Carbone Park, Crowe Park and Rockland Avenue Soccer Field. The Cemetery and Parks division also assists with the School Department with the maintenance of the Alumni Field complex and other school grounds. This division also maintains municipal building grounds and open spaces Town-wide as well as providing forestry maintenance.

### *Glenwood Cemetery*

Glenwood Cemetery is comprised of approximately 25 acres of land. During 2018 the cemetery had 58 full burials and cremations.

The Cemetery and Parks Division has the responsibility for the maintenance and management of the Glenwood Cemetery. The grass is mowed as needed and is trimmed around headstones and trees on a regular basis. All Town plantings and shrubs are trimmed in the spring. It is the lot owner's responsibility to maintain shrubs and plantings on their lots. The Cemetery Division will continue to remove shrubs that become unsightly or overgrown. The Town also directs the placement of monuments and flat markers to ensure conformance to Cemetery By-laws. The Cemetery Division installs G.I. Markers for our Veterans; the Veterans Administration supplies the G.I. Markers. The division works with residents to plan funeral arrangements and carry out interment and committal services.



### *Tree Trimming and Removals*

The Cemetery and Parks Division of Public Works is responsible for the maintenance of all public shade trees. During 2018 the Town removed and pruned many trees that were deemed a public safety hazard by the Town's Tree Warden. Christmas trees may be dropped off at the Boys and Girls Club for disposal during the month of January. In 2018 the DPW chipped over 1257 Christmas trees.

### *Maintenance of Parks and Athletic Fields*

The Highway Division maintains all vehicles owned by the Town of Maynard (except specialty Fire Apparatus Equipment). There are presently 53 pieces of equipment registered in our fleet which include trucks, loaders, backhoes, sidewalk plows, vacuum/jet truck, brush chippers etc. The equipment is maintained to the highest level possible.

Working together with the Board of Selectmen and Town Administration, the department has developed a program for tracking and upgrading the fleet as part of the capital improvement plan.

***Roadside Vegetation Maintenance***

The Cemetery and Parks Division controls vegetation growth on the sides of roads. Cutting brush along our roads allows for greater visibility, which helps to make our roads safer for vehicle traffic. The DPW asks all residents for their cooperation in assuring that plantings located on or adjacent to private property do not interfere with the use of sidewalks or obstruct the vision of motorists.

**WATER AND SEWER DIVISION*****Water and Sewer Staff:***

Tim Mullally.....	Water and Sewer Foreman
John DeMars.....	Operator
Charlie Dismuke.....	Operator
Nathan Dee.....	Operator
Michael Hatch.....	Secondary Operator

The Water & Sewer Division is responsible for the treatment and distribution of clean, safe drinking water to the residents of Maynard as well as the maintenance of the sewer collection system. This division operates and maintains three water treatment plants, 10 sewer stations and over 100 miles of water distribution and sewer collection lines servicing the Town of Maynard.

***Water Works, Treatment and Sampling***

The Water & Sewer Division is responsible for ensuring that the water supply meets or exceeds all EPA and MassDEP guidelines for safe drinking water. The three Maynard water treatment plants operate under the Massachusetts Department of Environmental Protection Water Management Permit 9P4-2-14-174.01 as the Maynard Public Water Supply ID PWS 2174000. The Division does extensive testing of the water supply, both at the source and at various points in the distribution system to ensure the quality of water meets the highest standards. Testing is conducted on a regular schedule mandated by DEP. All water samples are sent to a certified laboratory for analysis to ensure compliance with DEP & EPA standards. The water is treated at the three Town operated Water Treatment Plants, to remove excess Iron and Manganese, pH is adjusted and Chlorine is added to remove any bacteria in the water.

<b>Water Pumping Records in Gallons</b>				
	<b>Old Marlboro</b>	<b>Well 4</b>	<b>Rockland</b>	<b>Totals</b>
<b>January</b>	5611644	1316189	13824772	20752605
<b>February</b>	5124347	1811141	12382612	19318100
<b>March</b>	5276356	0	14010380	19286736
<b>April</b>	6795348	5096937	5398128	17290414
<b>May</b>	7460338	4034793	12129938	23625070
<b>June</b>	3409555	1271069	14065515	18746139
<b>July</b>	5865390	1650522	12753987	20269899
<b>August</b>	4645865	5683371	11806503	22135738
<b>September</b>	3940983	6801440	9522121	20330544
<b>October</b>	4921985	4222291	11471200	20615475
<b>November</b>	726865	5863745	13324794	19915403
<b>December</b>	0	6025468	13074185	19099653
<b>TOTALS:</b>	53,778,677	43,776,965	143,830,134	<b>241,385,776</b>



### ***Water Distribution***

The Town has approximately 70 miles of water mains ranging from 2 inches to 16 inches in diameter. Many of these water mains are more than 70 years old. The Town actively maintains the water mains and valves, through monitoring, repairs and replacements.

During 2018 the DPW responded to and repaired three water main breaks and three water service leaks.

### ***Hydrant Maintenance and Replacement***

The Water & Sewer Division flushes fire hydrants regularly as part of the PWS distribution flushing program. During 2018, five hydrants were replaced and six hydrants were repaired. The division also repaired and replaced hydrant gates as needed. Fire hydrants are periodically tested by the Fire Department. Shoveling out of hydrants is completed as needed following snow events with assistance from the Fire Department. The Town asks residents for their cooperation in keeping any hydrants adjacent to their property clear of snow for public safety.

### ***Meter Readings***

All residential and commercial radio-read water meters are read quarterly, we presently have over 4,100 water services connected to the distribution system. Water and sewer bills are sent out on a quarterly basis as well.

### ***Sewer Collection System***

Over 95% of the residents in Maynard are serviced by the sewer collection system. Trunk lines and mains vary with age. The DPW performs regular preventive maintenance on the sewer system including line jetting, CCTV inspections, manhole inspection and lift station equipment inspections.

The DPW currently has a Sewer System Inflow & Infiltration program which assists with assessing the condition of the sewer collection system, identifying issues and developing corrective actions. This program will be ongoing and is mandated to meet our NPDES permit for the WWTP.



The Town operates 10 sewer pump stations at various locations throughout the Town which service low lying neighborhoods.

During 2018, the Department responded to twelve emergency sewer blocks. The department would like to remind residents to be considerate of what is put into the waste system. Non-biodegradable items such as paper towels, wipes, rags, etc. should not be disposed of into the sewer system. These items are major contributors to clogs in the sewer collection system.

## **WASTEWATER TREATMENT PLANT**

The Wastewater Treatment Plant processes all inflow from the sewer collection system and is responsible for ensuring that all effluent discharged into the Assabet River meets all EPA and DEP

requirements. Maynard uses a phosphorus removal system that chemically binds the phosphorus in the solids.

During the last twelve months the facility processed over 345.93 MG of sewer inflow.

Veolia Water North America currently operates and maintains the Maynard WWTF under the management of the Department of Public Works. Veolia is currently in the second year of this current contract.

## FACILITIES DIVISION

The Facilities Division is responsible for facilities planning and the maintenance of all Town-owned buildings, including municipal and school facilities.

### *Facilities Staff:*

Tim Goulding	Assistant Facilities
Kyle Brainard	Lead Custodian
Jamie Justason	Lead Custodian
Walter Ignachuck	Lead Custodian
Anthony Savard	Lead Custodian
Jim Maria	Custodian
Robert Murphy	Custodian
Chuck Genetti	Custodian
Josh LaFrance	Custodian
John Barbagallo	Custodian
Sean Kelly	Custodian
John Ballard	Custodian
Danny Stevens	Custodian
Walter Predergast	Custodian

The Facilities Division oversees the planning and maintenance of all municipal facilities including Town and school facilities.

The Facilities Division works with both Town and school departments to implement preventative maintenance activities in an effort to enhance the Town's ability to support the needs of the community. In addition to routine maintenance activities, the department oversees capital asset management, the scheduling and monitoring of building renovations and repairs, and assists with planning for new construction.

The Facilities Division manages the Town's Energy Reduction Plan which includes monitoring utility usage and implementing energy conservation measures to support the Town's Green Communities designation. The Facilities Department works closely with the Maynard Emergency Management Agency and the Local Emergency Planning Committee providing support and logistics through emergency preparedness activities and during shelter operations.

During 2018, the following Public Works projects were completed:

- 129 Parker Street Downstream Sewer Project.
- Installation of replacement bedrock well.
- Installation of proposed well field.



- Installation of new generator at the Old Marlboro Road Water Treatment Plant.
- Design and Improvements to Old Marlboro Road Water Treatment Plant.
- Sidewalk Improvement Project on Summer Street and Naylor Court.
- Roadway resurfacing on Pine Street, Waltham Street, Hillside Avenue.
- Water Treatment Plants – communication improvements.
- Veterans Memorial Park performance area installation.

#### **Public Works Facilities – Various Locations**

- Installation of a fence at the highway garage.
- Heating Circulator Pump replacement at the Waste Water Treatment Plant.
- Heating Circulator Pump replacement at the Rockland Ave Water Treatment Plant.
- Water heater installed at the highway garage.
- Installed security camera at the Waste Water Treatment Plant.
- Well 4 Antenna and communication upgrade.
- Replace and install oil furnace at the Water building on Winter Street.

#### **Municipal Facilities**

- Green Communities – LED Lighting Upgrade at the Police Station Installation of new unit heater in garage at the Maynard Golf Course.
- Installed zone valves for heating Board of Selectmen’s hearing room at Town Hall.
- Painted hallways on the upper floor of the Police Station.
- Asbestos removal at the Fire Station.
- Repaired the backstop at Crowe Field.
- Cleaned and repaired both AC units at the Maynard Golf Course.
- Installed new carpet in the training room at the Police Station.
- Installed glass in the booking area for safety at the police station.
- Fire Alarm and Sprinkler testing on all town buildings.
- Installation of silent panic buttons on all floors at the Library Green Communities.
- Upgrade of Town Hall Boilers – Green Communities.
- LED lighting retrofit at the Library – Green Communities.
- ArtSpace – Asbestos tile abatement.
- De-stratification fan installed in the temporary garage at the Fire Station.
- Replaced and installed two circulator pumps for heat at Town Hall.
- Fire Station Heating System – Steam Trap & Valve Replacement.
- Fire Station Security Upgrades.

#### **School Facilities**

- Green Meadow Elementary School – Phone system upgrade school wide.
- Green Meadow Elementary School – Sound system installation in the cafeteria/auditorium Green Meadow School – Lead paint removed in two additional classrooms.
- Green Meadow Elementary School – Installed fire alarm radio box.
- Green Meadow School – Upgrades to paging / speaker system.
- Fowler Middle School – Installation of new tile in the auditorium.
- Fowler Middle School – Phone system upgrade school wide.
- Fowler Middle School – upgrade of the speaker system.
- Fowler Middle School – Lochinvar boiler installation – Green Communities.
- Fowler Middle School – Replaced broken glass in the band room.
- Fowler – Condensing unit for AHU #10 repaired and changed over to new refrigerant.

- Fowler Middle School – Removal and installation of 2 RTU’s for gymnasium heat and added air conditioning.
- Fowler Middle School – Installed air conditioners in 7<sup>th</sup> grade wing with electrical.
- Fowler Middle School – Access control upgrade to four doors.
- Fowler Middle School – Resurface gymnasium floor.
- Fowler Middle School – Retro – commissioning of heating system – Green Communities.
- Fowler Middle School – Demand control ventilation of gymnasium – Green Communities.
- Fowler Middle School – Installed sink in wood shop.
- Maynard High School – Repaired the teachers prep room from water damage.
- Maynard High School – Painted and changed out the carpet in the teachers prep room.
- Maynard High School – installed zoning panels as an upgrade to the fire alarm system
- Maynard High School – Installed new mirrors in athletics bathrooms.
- Maynard High School – Replaced dishwasher in science classroom.
- Maynard High School – LED lighting retrofit – Green Communities.
- Alumni Field – Installed lights for flagpole.
- Schools – Electrical upgrade for new copiers/printers.

The Department of Public Works would like to thank the Board of Selectmen, Town Administration, Town Departments, and all Town and School Employees who have assisted the Department over the past year. A special thank you to the men and women of the Department of Public Works for all the work they do to make Maynard a safe community..

Respectfully submitted,

**Aaron Miklosko**  
*Director of Public Works*

## MAYNARD GOLF COURSE



To the honorable Board of Selectman, Town Administrator, and the golfing community of Maynard, this report is submitted for the year ending 2018.

The golf season got off to a slow start with March bringing much snow, followed by a cold and wet spring, next we had a heat wave in July and then quite possibly the wettest fall on record. It was a very challenging year keeping the course in shape with the amount of rain fall that we had. Despite the adverse weather the grounds crew did a good job keeping the course in playable condition. The rain and cold did make it tough on the golfers and rounds were down significantly in the fall.

- **Greens Fees** – Greens fees were down 9.8% compared to the previous year due snow cover in the spring and a late start in April, rainy weekends in August, then torrential rains all of October and November.
- **Cart Fees** – Cart fees were down 10.1% compared to the previous year, due to weather issues keeping golfers away from the course.
- **Season Passes** – Season passes were down 3.7% compared to the previous year.
- **Pro Shop** – Pro shop sales were up 29% compared to the previous year with most of the change coming through hard goods, club sales through a Calloway Demo Program.

- **Leagues** – League play held steady to previous year.
- **Lessons** – Group and Junior lessons held steady and private lessons were down slightly.
- **MHS Golf** – Maynard High School's golf team practiced and played matches at MGC in the Fall and had a very strong year making it to the playoffs under 2nd year coach Kelly Mills.
- **Bar** – Beer, Wine & Liquor revenue was up 12.6% over previous year.
- **Function** – Function revenue held steady compared to the previous year.
- **Capital Projects** – Part of the roof was replaced, gas blower furnace was replaced in the garage, new fryolator was purchased for the kitchen, final 1/3 of the fence was completed on the 8th hole, greenside bunker on #2 was rebuilt, 7th hole tee box was rebuilt and enlarged..

Respectfully Submitted

***Brad Durrin, PGA***  
***GM Sterling Golf Management, Inc.***  
***Maynard Golf Course***



# Finance

## FINANCE DIRECTOR'S REPORT - FINANCIALS

Town of Maynard Combined Balance Sheet Year Ended June 30, 2018											
	General	Special Revenue	Comm Preservation	Capital Projects	Trust & Agency	Water Enterprise Fund	Water Enterprise Capital	Sewer Enterprise Fund	Sewer Enterprise Capital	Long Term Debt	Combined Total
<b>Assets:</b>											-
<b>Cash and Equivalents:</b>											-
Cash - Expendable	5,137,051.79	3,066,823.77	707,170.98	2,258,763.62	7,575,238.66	559,856.28	596,280.60	930,608.06	136,572.86		20,968,366.62
Petty Cash	250.00										250.00
<b>Receivables:</b>											
Personal Property Tax	38,466.99										38,466.99
Real Estate Tax	223,989.73										223,989.73
Allowance for Abatements	(926,276.35)										(926,276.35)
Tax Liens Receivable	774,023.10		1,566.83			17,005.05		15,474.55			808,069.53
Tax Foreclosures	-										-
Deferred Taxes Receivable	101,421.57										101,421.57
Motor Vehicles Excise	319,936.07										319,936.07
User Charges /Liens						244,333.99		393,005.27			637,339.26
Other Receivables		57,637.48	300.81								57,938.29
Amounts to be Provided - Bonds - GENERAL										27,357,750.00	27,357,750.00
Amounts to be Provided - Bonds - WATER										2,570,000.00	2,570,000.00
Amounts to be Provided - Bonds - SEWER										8,343,117.84	8,343,117.84
Amounts to be Provided - Bonds - CPA										990,000.00	990,000.00
<b>TOTAL ASSETS</b>	<b>5,668,862.90</b>	<b>3,124,461.25</b>	<b>709,038.62</b>	<b>2,258,763.62</b>	<b>7,575,238.66</b>	<b>821,195.32</b>	<b>596,280.60</b>	<b>1,339,087.88</b>	<b>136,572.86</b>	<b>39,260,867.84</b>	<b>61,490,369.55</b>
<b>Liabilities and Fund Equity:</b>											
<b>Liabilities:</b>											
Warrants Payable	-	-			-	-					-
Accrued Payroll Payable	836,624.49										836,624.49
Other Liabilities	308,658.59										308,658.59
BAN Payable											-
Deferred Revenue - PP & RE	(663,819.63)										(663,819.63)
Deferred Revenue - Deferral RE Tx Chap 41A	101,421.57										101,421.57
Deferred Revenue - Tax Title	774,023.10					12,550.49		9,306.03			795,879.62
Deferred Revenue - Foreclosures	-										-
Deferred Revenue - MV Excise	319,936.07										319,936.07
Deferred Revenue - Ambulance Receipts		57,637.48									57,637.48
Deferred Revenue - Water User Charges						244,333.99					244,333.99
Deferred Revenue - Water Liens						4,454.56					4,454.56
Deferred Revenue - Sewer User Charges								393,005.27			393,005.27
Deferred Revenue - Sewer Liens								6,168.52			6,168.52
Deferred Revenue - Comm Preservation			1,867.64								1,867.64
Deferred Revenue - Performance Bonds					296,492.61						296,492.61
Deferred Revenue - Guaranteed Deposits					37,754.04						37,754.04
Long Term Debt Liability - Bonds - GENERAL										27,357,750.00	27,357,750.00
Long Term Debt Liability - Bonds - WATER										2,570,000.00	2,570,000.00
Long Term Debt Liability - Bonds - SEWER										8,343,117.84	8,343,117.84
Long Term Debt Liability - Bonds - CPA										990,000.00	990,000.00
<b>TOTAL LIABILITIES</b>	<b>1,676,844.19</b>	<b>57,637.48</b>	<b>1,867.64</b>	<b>-</b>	<b>334,246.65</b>	<b>261,339.04</b>	<b>-</b>	<b>408,479.82</b>	<b>-</b>	<b>39,260,867.84</b>	<b>42,001,282.66</b>
<b>Fund Equity:</b>											
F/B Reserved for Encumbrances	363,481.79					5,000.00		20,000.00			388,481.79
F/B Reserved for Expenditures	-		391,441.76								391,441.76
F/B Reserved for Bond Premiums	477,668.43		-								477,668.43
F/B Designated	39,755.03		126,554.55								166,309.58
F/B Undesignated	3,111,113.46	3,066,823.77	189,174.67	2,258,763.62	7,240,992.01	554,856.28	596,280.60	910,608.06	136,572.86		18,065,185.33
<b>TOTAL FUND EQUITY</b>	<b>3,992,018.71</b>	<b>3,066,823.77</b>	<b>707,170.98</b>	<b>2,258,763.62</b>	<b>7,240,992.01</b>	<b>559,856.28</b>	<b>596,280.60</b>	<b>930,608.06</b>	<b>136,572.86</b>	<b>-</b>	<b>19,489,086.89</b>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>5,668,862.90</b>	<b>3,124,461.25</b>	<b>709,038.62</b>	<b>2,258,763.62</b>	<b>7,575,238.66</b>	<b>821,195.32</b>	<b>596,280.60</b>	<b>1,339,087.88</b>	<b>136,572.86</b>	<b>39,260,867.84</b>	<b>61,490,369.55</b>

Town of Maynard - Account Detail							
Statement of Revenues, Expenditures and Changes in Fund Balance							
Receipts Reserved for Appropriation - Year Ended June 30, 2018							
			7/1/2017				
			FUND BAL	FY2018	FY2018	AJES &	6/30/2018
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	EXPENDITURES	TRANSFERS	FUND BAL
3017.0000.359000	Ambulance Receipts Reserved	FIRE	382,834.14	285,259.56		(295,000.00)	373,093.70
3021.0000.359000	Sale of Cemetery Lots	DPW	72,440.10	6,682.50			79,122.60
3025.0000.359000	Comcast Cable Peg Access	SEL	317,916.80	97,103.16		(155,081.01)	259,938.95
			-			-	-
						-	-
3026.0000.359000	Verizon Peg Access	SEL	419,362.20	103,085.25		(157,068.91)	365,378.54
							-
	TOTALS		1,192,553.24	492,130.47	-	(607,149.92)	1,077,533.79
			1,192,553.24				1,077,533.79

Town of Maynard - Account Detail										
Statement of Revenues, Expenditures and Changes in Fund Balance										
Revolving Funds - Year Ended June 30, 2018										
			7/1/2017							
			FUND BAL	FY2018	FY2018	FY2018	AJES &	6/30/2018		
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	SALARY	EXPENSES	TRANSFERS	FUND BAL	Cash	Net
3000.0000.359000	Revolving-School Lunch	SCH	114,263.05	479,201.74	(130,178.59)	(329,986.87)		133,299.33	133,299.33	133,299.33
3001.0000.359000	Revolving-Recreation 53D	REC	10,558.33	4,950.00	-	(2,319.44)		13,188.89	13,188.89	13,188.89
3002.0000.359000	Revolving-Disposal 53E 1/2	MUN	1,314.69	9,642.86	(5,705.12)	(893.88)		4,358.55	4,358.55	4,358.55
3003.0000.359000	Revolving-Planning Board 53E 1/2	MUN	996.20	1,866.78	-	(2,510.48)		352.50	352.50	352.50
3004.0000.359000	Revolving-Community Ed (EXCEL)	SCH	170,092.74	730,998.97	(525,637.62)	(193,441.63)		182,012.46	182,012.46	182,012.46
3005.0000.359000	Revolving- School Preschool	SCH	34,100.44	168,478.20	(192,946.19)	10,791.67		20,424.12	20,424.12	20,424.12
3006.0000.359000	Revolving-Athletic	SCH	13,667.74	8,288.00	(1,905.00)	(11,576.89)		8,473.85	8,473.85	8,473.85
3007.0000.359000	Revolving-Food Service Permits 53 1/2	MUN	23,112.90	13,745.00	(8,345.00)	(7,608.50)		20,904.40	20,904.40	20,904.40
3010.0000.359000	Revolving-COA Van Service 53E 1/2	COA	21,238.56	96,431.78	(99,298.78)	(35,006.41)		(16,634.85)	(16,634.85)	(16,634.85)
3011.0000.359000	Revolving-Coolidge School	SEL	14,659.12	10,000.00	-	(8,155.09)		16,504.03	16,504.03	16,504.03
3012.0000.359000	Revolving-Alternative Student Program	SCH	327,891.80	53,006.69	(1,309.70)	(81,135.03)	(237,845.01)	60,608.75	60,608.75	60,608.75
3013.0000.359000	Revolving-School Facilities Rental	SCH	23,533.17	85,298.70	(17,032.34)	(37,358.35)		54,441.18	54,441.18	54,441.18
3014.0000.359000	Revolving-Wetlands Protection Act 53F	CONS	33,517.12	330.00	-	-		33,517.12	33,517.12	33,517.12
3019.0000.359000	Revolving-Electrical Inspector 53E 1/2	MUN	25,037.47	34,999.25	(20,130.25)	(7,915.00)		31,991.47	31,991.47	31,991.47
3020.0000.359000	Revolving-Plumbing & Gas 53E 1/2	MUN	34,460.48	29,342.50	(28,142.50)	(1,527.50)	(6,360.00)	27,772.98	27,772.98	27,772.98
3022.0000.359000	Revolving-BOH 53E 1/2	MUN	6,827.46	6,233.62	-	(5,796.93)		7,264.15	7,264.15	7,264.15
3027.0000.359000	Revolving-School Choice	SCH	299,798.50	292,395.83	(21,444.90)	(330,073.87)		240,675.56	240,675.56	240,675.56
3030.0000.359000	Revolving-Wetlands Bylaw Fee 53E 1/2	CONS	17,804.27	1,255.00	-	(477.25)		18,582.02	18,582.02	18,582.02
3032.0000.359000	Revolving-Weights & Measures - 53E 1/2	MUN	(1,520.00)	2,465.00	-	(2,000.00)	-	(1,055.00)	(1,055.00)	(1,055.00)
3041.0000.359000	Revolving - Municipal Permitting 53E 1/2	MUN	16,170.00	13,030.00	-	(21,919.00)		7,281.00	7,281.00	7,281.00
3042.0000.359000.0118	Revolving - Keene Ave 53G	MUN	2,189.44	-	-	(3,149.41)		(959.97)	(959.97)	(959.97)
3042.0000.359000.0119	Revolving - Waltham 53G	MUN	928.01	-	-	-		928.01	928.01	928.01
3042.0000.359000.0124	Revolving - 129 Acton Street	MUN	2,312.57	3,301.92	-	(801.92)		4,812.57	4,812.57	4,812.57
3042.0000.359000.0126	Revolving - Phase 1 Mill & Main	MUN	291.10	98.32	-	(389.42)		-	-	-
3042.0000.359000.0127	Revolving - Mill & Main	MUN	400.00	-	-	(400.00)		-	-	-
3042.0000.359000.0129	Revolving - 129 Parker	MUN	1,608.50	177,756.13	-	(158,607.51)		20,757.12	20,757.12	20,757.12
3042.0000.359000.0130	Revolving - 109 Powder Mill Road	MUN	1,036.42	47.43	-	(360.00)		723.85	723.85	723.85
3042.0000.359000.0133	Revolving - 213 Main Street	MUN	647.50	-	-	-		647.50	647.50	647.50
3042.0000.359000.0139	Revolving - 173 Main Street	MUN	-	6,175.00	-	(2,926.59)		3,248.41	3,248.41	3,248.41
3042.0000.359000.0140	Revolving - 170 Main Street	MUN	-	12,500.00	-	(2,708.91)	(7,500.00)	2,291.09	2,291.09	2,291.09
3042.0000.359000.0141	Revolving - 42 Summer Street	MUN	-	7,500.00	-	(2,240.00)		5,260.00	5,260.00	5,260.00
3042.0000.359000.0142	Revolving - 115 Main Street	MUN	-	-	-	(2,457.50)	7,500.00	5,042.50	5,042.50	5,042.50
3045.0000.359000	Revolving - Planning Board	MUN	30,775.70	625.00	-	-	(30,712.00)	688.70	688.70	688.70
3047.0000.359000	Revolving - Tax Title Collection (C60/15B)	TREA	11,537.43	25,772.28	-	(40,520.99)		(3,211.28)	(3,211.28)	(3,211.28)
3048.0000.359000	Revolving - Fire Communication	FIRE	-	-	-	-		-	-	-
3049.0000.359000	Revolving - Student Fee Revolving	SCH	-	105,017.50	(24,109.00)	(88,271.06)	2,949.72	(4,412.84)	(4,412.84)	(4,412.84)
3050.0000.359000	Revolving - Foreign Exchange	SCH	-	15,076.49	-	(79,024.59)	164,752.16	100,804.06	100,804.06	100,804.06
3051.0000.359000	Revolving - Spanish Immersion	SCH	-	7,785.00	(7,352.00)	(3,562.33)	5,755.13	2,625.80	2,625.80	2,625.80
3052.0000.359000	Revolving - School Transportation	SCH	-	74,357.00	(5,000.00)	(72,270.00)	64,388.00	61,475.00	61,475.00	61,475.00
3055.0000.359000	Revolving - Recreation 53E 1/2	REC	-	-	-	-		-	-	-
			-	-	-	-		-	-	-
	TOTALS		1,238,920.71	2,477,971.99	(1,088,536.99)	(1,526,600.68)	(37,072.00)	1,064,683.03	1,064,683.03	1,059,640.53
			1,238,920.71					1,064,683.03		1,064,683.03

[illegible]



Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Federal Grants - Year Ended June 30, 2018								
			<u>7/1/2017</u>					
			<u>FUND BAL</u>	<u>FY2018</u>	<u>FY2018</u>	<u>FY2018</u>	<u>AJES &amp;</u>	<u>6/30/2018</u>
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>DEPT</u>	<u>FWD</u>	<u>REVENUE</u>	<u>SALARY</u>	<u>EXPENSES</u>	<u>TRANSFERS</u>	<u>FUND BAL</u>
1001.0000.359000	Sped Program Improvement Grant	SCH	1,618.00	1,430.00	-	(3,048.00)		-
1002.0000.359000	Sped Early Childhood	SCH	471.88	6,798.00	(6,968.59)	-		301.29
1003.0000.359000	Sped 94-142 Allocation	SCH	(25,652.66)	363,340.00	(314,566.05)	(33,831.29)		(10,710.00)
1005.0000.359000	Title I Grant	SCH	2,710.89	107,779.00	(110,802.84)	(35,272.13)		(35,585.08)
1007.0000.359000	Teacher Quality Grant	SCH	(1,876.34)	25,842.00	(26,334.00)	(3,544.66)		(5,913.00)
1009.0000.359000	CPC Grant - Inclusive Preschool	SCH	-	24,637.60	(19,792.35)	(4,398.30)		446.95
1012.0000.359000	Community Development Grant	SEL	46,592.00	5,625.00	-	-		52,217.00
1013.0000.359000	Title I Carryover Grant	SCH	847.00	-	-	(847.00)		-
1015.0000.359000	Emergency Preparedness Grant	MUN	276.16	-	-	(276.16)		0.00
1018.0000.359000	Police 911 Training Grant	POL	9,042.88	10,000.00	(8,493.98)	(3,667.40)		6,881.50
1020.0000.359000	Assistance to Firefighters Grant	FIRE	-	979.67	-	-		979.67
1021.0000.359000	FEMA/MEMA	MUN	-	-	-	-		-
1024.0000.359000	COPS Grant	POL	12,930.01	-	-	-		12,930.01
1030.0000.359000	Fed-Race to the Top	SCH	-	-	-	-		-
1031.0000.359000	MEMA-LEPC	MUN	-	-	-	-		-
1032.0000.359000	Sped 94-142 Carryover	SCH	(14,004.71)	30,132.00	(15,348.63)	(778.66)		0.00
1033.0000.359000	LSTA Library Grant	LIB	-	-	-	-		-
1034.0000.359000	SPED Program Improvement	SCH	-	-	-	-		-
1035.0000.359000	SPED Early Childhood - Carry Over	SCH	-	-	-	-		-
1036.0000.359000	Teacher Quality Grant Carryover	SCH	3,778.00	-	-	(3,778.00)		-
	<b>TOTALS</b>		<b>36,733.11</b>	<b>576,563.27</b>	<b>(502,306.44)</b>	<b>(89,441.60)</b>	<b>-</b>	<b>21,548.34</b>
			<b>36,733.11</b>					<b>21,548.34</b>

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
State Grants - Year Ended June 30, 2018								
			<u>7/1/2017</u>					
			<u>FUND BAL</u>	<u>FY2018</u>	<u>FY2018</u>	<u>FY2018</u>	<u>AJES &amp;</u>	<u>6/30/2018</u>
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>DEPT</u>	<u>FWD</u>	<u>REVENUE</u>	<u>SALARY</u>	<u>EXPENSES</u>	<u>TRANSFERS</u>	<u>FUND BAL</u>
1016.0000.359000	State-Circuit Breaker Grant	SCH	370,996.00	443,969.00		(543,363.00)		271,602.00
1017.0000.359000	Police - Bullet Proof Vests	POL	6,655.00	-		(1,699.94)		4,955.06
1019.0000.359000	Underage Drink Enforce	POL	-	-		-		-
2000.0000.359000	Kindergarten Enhancement	SCH	-	-		-		-
2004.0000.359000	Community Policing Grant	POL	(0.00)	-		-		(0.00)
2005.0000.359000	DARE State Grant	POL	-	-		-		-
2006.0000.359000	GAAD Grant	POL	-	-		-		-
2007.0000.359000	Fire Safe Grant	FIRE	7,680.37	6,123.00	(2,921.27)	(2,343.15)		8,538.95
2008.0000.359000	COA Elderly Grant	COA	1.33	18,263.67		(18,264.49)		0.51
2010.0000.359000	EOEA Grant	MUN	1,097.71	-		-		1,097.71
2011.0000.359000	Arts Lottery-Maynard Cultural	CULT	6,125.46	4,722.24		(3,694.54)		7,153.16
2012.0000.359000	Academic Support	SCH	-	4,511.00		-		4,511.00
2014.0000.359000	Fire Safety Equipment	FIRE	23.85	-		-		23.85
2015.0000.359000	State Aid to Library	LIB	32,860.81	14,584.96		(11,773.00)		35,672.77
2017.0000.359000	State 911 PSAP	POL	(14,791.55)	33,348.63	(22,158.00)	1,299.36	1,333.97	(967.59)
2018.0000.359000	K-12 Literacy Professional	SCH	-	-		-		-
2019.0000.359000	Big Yellow School Bus	SCH	-	-		-		-
2020.0000.359000	Big Yellow School Bus	SCH	-	-		-		-
2027.0000.359000	Prog Quality Improvement	SCH	-	-		-		-
2102.0000.359000	Green Community Grant	SEL	-	254,060.25		(254,060.25)		-
2103.0000.359000	Police - EPS Grant	POL	-	-		-		-
2104.0000.359000	Police - Inv evidence Project	POL	0.00	-		-		0.00
2105.0000.359000	Library - IT Grant	LIB	642.47	-		(642.47)		-
2106.0000.359000	Library - Sr. Fin. Literacy	LIB	1,704.44	-	(295.00)	(1,409.44)		-
2107.0000.359000	Complete Streets Grant	PLAN	(41,911.58)	41,911.58		-		-
2108.0000.359000	Honeybee Meadow	OMS	148.26	1,625.00		(1,553.55)		219.71
2109.0000.359000	ADA Municipal Grant	OMS	-	7,500.00		(7,500.00)		-
2110.0000.359000	Science is Everywhere Grant	LIB	-	7,500.00		(3,180.85)		4,319.15
2111.0000.359000	MassWorks Infrastructure Gr	DPW	-	41,221.59		(41,221.59)		-
2112.0000.359000	RADAR - Ed. Grant	SCH	-	16,008.00	(14,186.36)	(4,040.16)		(2,218.52)
2113.0000.359000	ClearGov - Compact Grant	SEL	-	13,400.00		(11,750.00)		1,650.00
2114.0000.359000	Puerto Rico Reimbursement	SCH	-	2,838.00		-		2,838.00
2115.0000.359000	Cultural Coun - AVCD Grant	CULT	-	5,000.00		-		5,000.00
	<b>TOTALS</b>		<b>371,232.57</b>	<b>916,586.92</b>	<b>(39,560.63)</b>	<b>(905,197.07)</b>	<b>1,333.97</b>	<b>344,395.76</b>
			<b>371,232.57</b>					<b>344,395.76</b>

Town of Maynard - Account Detail								
Statement of Revenues, Expenditures and Changes in Fund Balance								
Agency Funds - Year Ended June 30, 2018								
			<u>7/1/2017</u>					
			<u>FUND BAL</u>	<u>FY2018</u>	<u>FY2018</u>	<u>FY2018</u>	<u>AJES &amp;</u>	<u>6/30/2018</u>
<u>ACCOUNT NUMBER</u>	<u>ACCOUNT NAME</u>	<u>DEPT</u>	<u>FWD</u>	<u>REVENUE</u>	<u>PAYROLL</u>	<u>EXPENSES</u>	<u>TRANSFERS</u>	<u>FUND BAL</u>
8801.0000.359000	Firearms Due to Commonwealth	POL	2,112.50	7,212.50		(7,525.00)		1,800.00
8802.0000.359000	POLICE DETAILS	POL	(51,001.60)	257,290.44	(262,652.56)	(6,548.83)		(62,912.55)
8803.0000.359000	CONTRIBUTORY RETIREMENT	T/C	(990.38)	57,856.17	(57,885.87)	-		(1,020.08)
8805.0000.359000	DEPUTY COLLECTOR	T/C	-					-
8807.0000.359000	MHS STUDENT ACTIVITY	SCH	98,699.96	144,019.80		(141,672.21)		101,047.55
8808.0000.359000	FMS STUDENT ACTIVITY	SCH	33,504.78	84,177.67		(75,591.27)		42,091.18
8809.0000.359000	Performance Bonds	SEL	-					-
8810.0000.359000	FIRE DEPT DETAILS	FIRE	(0.56)	37,395.74	(44,795.98)			(7,400.80)
8811.0000.359000	DRUG FORFEITURE FUND	POL	7,644.56			(700.80)		6,943.76
8812.0000.359000	Guar Deposits - Chem Search	DPW	-					-
8812.0000.359000.0111	Guar Deposits - Assabet Tree	DPW						-
8812.0000.359000.0112	Guar Dep - Sams Catch Basin	DPW						-
8812.0000.359000.	Guar Dep - Peterson Oil	DPW						-
8818.0000.359000	Coughlin Theater	SEL	-	-		-		-
	<b>TOTALS</b>		<b>89,969.26</b>	<b>587,952.32</b>	<b>(365,334.41)</b>	<b>(232,038.11)</b>	<b>-</b>	<b>80,549.06</b>
								80,549.06
	<u>LIABILITIES</u>							
8809.0000.359000	Performance Bonds		345,822.56					
8812.0000.359000			37,754.04					
8812.0000.359000.0105								
			<b>383,576.60</b>					

Town of Maynard - Account Detail							
Statement of Revenues, Expenditures and Changes in Fund Balance							
Trust Funds - Year Ended June 30, 2018							
			7/1/2017				
			FUND BAL	FY2018	FY2018	AJES &	6/30/2018
ACCOUNT NUMBER	ACCOUNT NAME	DEPT	FWD	REVENUE	EXPENDITURES	TRANSFERS	FUND BAL
<b>Expendable</b>							
8200.0000.359000	LEACHATE ANALYSIS/LANDFILL	SEL	131.90	1.20	-	-	133.10
8202.0000.359000	ROSE MCGOWAN FUND	SEL	38.72	3.98	-	-	42.70
8203.0000.359000	MAYNARD SOLDIERS FUND	SEL	515.02	6.93	-	-	521.95
8204.0000.359000	POST WAR REHAB FUND	SEL	2,316.64	59.61	-	-	2,376.25
8205.0000.359000	RAFFERTY FUND	SCH	31.80	17.07	-	-	48.87
8206.0000.359000	KATHERINE KINSLEY FUND	SCH	110.07	69.81	(50.00)	-	129.88
8207.0000.359000	ANNE MARIE MORTON FUND	SCH	41.63	22.35	-	-	63.98
8208.0000.359000	E SAWETZ FUND	SCH	30.35	18.63	-	-	48.98
8209.0000.359000	THOMAS & ATHINA GRAMO	SCH	164.08	95.61	-	-	259.69
8210.0000.359000	GEORGE & ANN LEMIRE FUND	SCH	24.88	16.00	-	-	40.88
8211.0000.359000	ANNE GIBBONS FUND	LIB	1,020.28	484.77	-	-	1,505.05
8212.0000.359000	GUYER FOWLER FUND	SCH	4,851.52	3,127.02	(2,050.00)	-	5,928.54
8219.0000.359000	FRASER & FRANCES FORGIE	SCH	8,050.89	5,198.55	(5,200.00)	-	8,049.44
8220.0000.359000	GEORGE SHAW MEMORIAL	SCH	255.59	5.06	-	-	260.65
8222.0000.359000	BRENDA BOWKER FLAHERTY	SCH	137.17	80.23	(75.00)	-	142.40
8223.0000.359000	MILTON & ANNE DUCLOS FUND	SCH	3,573.32	2,298.69	(2,100.00)	-	3,772.01
8226.0000.359000	MICHAEL FLOOD FUND	LIB	3,303.62	29.53	(487.56)	-	2,845.59
8227.0000.359000	MAYNARD HIGH SCHOOL	SCH	560.92	16,324.79	(5,400.00)	-	11,485.71
8228.0000.359000	Arthur St Germain Scholarship Fund	SCH	389,294.58	3,465.36	(20,000.00)	-	372,759.94
8229.0000.359000	HALFWAY CAFÉ	SEL	60.00	-	-	-	60.00
8230.0000.359000	KATHERINE LALLI SCHOLARSHIP	SCH	20,573.78	9,714.06	(500.00)	-	29,787.84
8231.0000.359000	FOREIGN TRAVEL SCHOLARSHIP	SCH	110,404.15	1,013.06	-	-	111,417.21
8232.0000.359000	MHS Band SCHOLARSHIP	SCH	-	200.00	(200.00)	-	-
8233.0000.359000	MATHEW D COX SCHOLARSHIP	SCH	-	2,538.35	-	-	2,538.35
<b>Non-Expendable</b>							
8100.0000.359000	NON EXP CEM PERPETUAL CARE	DPW	272,906.95	6,692.50	-	-	279,599.45
8102.0000.359000	NON EXP ROSE MCGOWAN	SEL	391.33	-	-	-	391.33
8103.0000.359000	NON EXP MAYNARD SOLDIERS	SEL	239.20	-	-	-	239.20
8104.0000.359000	NON EXP POST WAR REHAB	SEL	4,182.01	-	-	-	4,182.01
8105.0000.359000	NON EXP RAFFERTY FUND	SCH	1,826.89	-	-	-	1,826.89
8106.0000.359000	NON EXP KATHERINE KINSLEY	SCH	7,543.28	-	-	-	7,543.28
8107.0000.359000	NON EXP ANNE MARIE MORTON	SCH	2,393.97	-	-	-	2,393.97
8108.0000.359000	NON EXP E. SAWUTZ FUND	SCH	2,000.00	-	-	-	2,000.00
8109.0000.359000	NON EXP THOMAS & ATHINA	SCH	10,255.07	-	-	-	10,255.07
8110.0000.359000	NON EXP GEORGE & ANN LEMIRE	SCH	1,720.19	-	-	-	1,720.19
8111.0000.359000	NON EXP ANNE GIBBONS FUND	LIB	51,808.58	-	-	-	51,808.58
8112.0000.359000	NON EXP GUYER FOWLER	SCH	337,487.30	-	-	-	337,487.30
8119.0000.359000	NON EXP FRASER & FRANCES FORGIE	SCH	561,931.63	-	-	-	561,931.63
8120.0000.359000	NON EXP GEORGE SHAW	SEL	295.00	-	-	-	295.00
8122.0000.359000	NON EXP BRENDA BOWKER FLAHERTY	SEL	8,675.57	-	-	-	8,675.57
8123.0000.359000	NON EXP MILTON & ANNE DUCLOS	SCH	248,547.77	-	-	-	248,547.77
8128.0000.359000	NON EXP ARTHUR ST GERMAIN MEM	SCH	-	-	-	-	-
8129.0000.359000	NON EXP HALFWAY CAFÉ	SEL	-	-	-	-	-
8130.0000.359000	NON EXP KATHERINE LALLI	SCH	-	-	-	-	-
8131.0000.359000	NON EXP FOREIGN TRAVEL SCH	SCH	-	-	-	-	-
8199.0000.359000	NON EXP CONSERVATION FUND	MUN	-	-	-	-	-
<b>Other</b>							
8000.0000.359000	CEMETERY PERPETUAL CARE	DPW	241,499.74	4,933.01	(197.37)	-	246,235.38
8001.0000.359000	STABILIZATION FUND	SEL	2,021,481.45	18,548.95	-	-	2,040,030.40
8002.0000.359000	CONSERVATION FUND	MUN	233,372.44	2,141.44	-	-	235,513.88
8003.0000.359000	WATER ENT STABILIZATION	DPW	462,867.94	4,247.21	-	-	467,115.15
8004.0000.359000	SEWER ENT STABILIZATION	DPW	184,070.52	1,688.97	-	-	185,759.49
8005.0000.359000	COMMUNITY ENHANCE STABIL	SEL	34.65	0.37	-	-	35.02
8006.0000.359000	AFFORDABLE HOUSING TRUST	SEL	-	-	-	250,000.00	250,000.00
8007.0000.359000	OPEB Trust	T/C	1,068,124.97	48,467.76	-	50,000.00	1,166,592.73
8008.0000.359000	CAPITAL STABILIZATION FUND		1,771,665.04	16,379.61	-	(1,292,000.00)	496,044.65
<b>TOTALS</b>			<b>8,040,812.40</b>	<b>147,890.48</b>	<b>(36,259.93)</b>	<b>(992,000.00)</b>	<b>7,160,442.95</b>
							7,733,068.25

Town of Maynard - Account Detail									
Statement of Revenues, Expenditures and Changes in Fund Balance									
Capital Projects - FY2018									
					7/1/2017				6/30/2018
				ORIGINAL	FUND BAL	FY2018	FY2018	FY2018	FY2018
ACCOUNT NUMBER	ACCOUNT NAME	Article	DEPT	AMOUNT	FWD	REVENUE	EXPENSES	Transfers	FUND BAL
5000.0000.359000	Chapter 90 Highway Project		DPW		15,379.99	259,133.40	(274,445.49)		67.90
5044.0000.359000	Parker Street		SEL	1,437.20	1,437.20				1,437.20
5067.0000.359000	Alumni Field and Track/Tennis	Art 8 ATM 5/16/11	SCH	61,000	592.72				592.72
5074.0000.359000	Green Meadow Carp. Replacement	Art 9 ATM 5/16/11	SCH	100,000	602.20				602.20
5080.0000.359000	Reo/Coolidge Renovations	Art 55 STM 5/21/12	SCH	150,000	30,659.35				30,659.35
5084.0000.359000	Demolition of Old Fowler Gym	Art 14 ATM 5/21/12	SCH	225,000	7,243.73				7,243.73
5085.0000.359000	Redevelopment Authority	Art 15 ATM 5/21/12	SEL	6,000	6,000.00			(6,000.00)	-
5087.0000.359000	Extrication Tool	Art 21 ATM 5/21/12	FIRE	32,000	589.00				589.00
5090.0000.359000	Fowler and Green Meadow Roof Repairs	Art 57 STM 5/20/13	SCH	850,000	59,992.06		(21,441.29)		38,550.77
5091.0000.359000	Fowler and Green Meadow Security System	Art 57 STM 5/20/13	SCH	200,000	15,837.78				15,837.78
5094.0000.359000	Sidewalk Improvements	Art 57 STM 5/20/13	DPW	500,000	60,458.31	3,000.00	(44,662.15)		18,796.16
5096.0000.359000	High School Moving Expenses	Art 57 STM 5/20/13	SCH	12,000	1,257.10	(127.75)			1,129.35
5098.0000.359000	TA/DPW Street light LED Upgrades	Art 51 STM 05/18/15	DPW	60,000	60,000.00		(1,576.00)		58,424.00
5101.0000.359000	Fire Dept Equip & Maintenance	ARTS1 STM 05/18/15	FIRE	176,000	4,467.04				682.29
5102.0000.359000	Bombardier Sidewalk Plow/Attachments	ARTS1 STM 05/18/15	DPW	165,000	2,903.00		(2,903.00)		-
5103.0000.359000	Midsize F550 Dump Truck/Sander - Highway	ARTS1 STM 05/18/15	DPW	75,000	421.69				421.69
5106.0000.359000	SchoolParking/Traffic Flow Assessment	ART1 STM 05/18/15	SCH	20,000	5,877.00				5,877.00
5107.0000.359000	ARRT Easement Purchase	Art 52 STM 5/18/15	SEL	120,000	10,487.06				10,487.06
5109.0000.359000	Fowler Tech/Infrastructure	ArtS9 STM 01/11/16	SCH	150,000	75,948.51		(22,721.50)		53,227.01
5110.0000.359000	Demolition 1 Rockland Avenue	ARTS1 STM 0516	SEL	40,000	27,032.11				27,032.11
5111.0000.359000	F150 Crew Cab Replacement	ARTS1 STM 0516	FAC	35,000	444.00				444.00
5112.0000.359000	Fowler Gym Floor Resurfacing	ARTS1 STM 0516	FAC	20,000	20,000.00		(19,750.00)		250.00
5113.0000.359000	Field Mower/Leaf Vac	ARTS1 STM 0516	FAC	20,000	4,031.72		(766.92)		3,264.80
5114.0000.359000	Ford Explorer/XLT Replacement	ARTS1 STM 0516	DPW	32,000	2,009.92		(1,262.26)		747.66
5115.0000.359000	Asphalt Curb/Beam Machine	ARTS1 STM 0516	DPW	50,000	2,397.10				2,397.10
5116.0000.359000	Roadway & Sidewalk Improvements	ARTS1 STM 0516	DPW	500,000	102,460.17		(102,460.17)		-
5117.0000.359000	Garage Fence & Security Improvement	ARTS1 STM 0516	DPW	105,000	75,689.35		(52,626.16)		23,063.19
5118.0000.359000	Fire Dept Aerial Ladder	ARTS1 STM 010917	FIRE	266,567	266,567.00	750,600.00	(1,016,964.63)		202.37
5119.0000.359000	Green Meadow Playground	ARTS8 STM 010917	SCH	245,000	238,854.05		(238,854.05)		-
5120.0000.359000	Fire Station OPM Seviceis	ArtS9 STM 0517	FIRE	125,000	116,000.00		(97,183.17)		18,816.83
5121.0000.359000	Fire Station Vehicle Storage	ArtS10 STM0517	FIRE	100,000	100,000.00		(70,850.72)		29,149.28
5122.0000.359000	Community Master Plan	ArtS1 STM0517	SEL	75,000	75,000.00		(21,958.80)	49,000.00	102,041.20
5123.0000.359000	Roadway & Sidewalk Improvements	ArtS1 STM0517	DPW	300,000	300,000.00		(300,000.00)		-
5124.0000.359000	DPW F350 Truck w/Plow Replacement	ArtS1 STM0517	DPW	45,000	45,000.00		(44,980.13)		19.87
5125.0000.359000	Fire Dept Land Purchase	ArtS15 STM0318	FIRE	460,000				460,000.00	460,000.00
5126.0000.359000	Fire Dept - Construction Design	Art17 ATM0518	FIRE	832,000				832,000.00	832,000.00
5128.0000.359000	Roadway & Sidewalk Improvements	Art21 ATM0518	DPW	360,000			(5,290.00)	360,000.00	354,710.00
5129.0000.359000	Fowler Field Improvements	Art21 ATM0518	SCH	80,000				80,000.00	80,000.00
5130.0000.359000	Fowler School HVAC	Art21 ATM0518	SCH	60,000				60,000.00	60,000.00
5131.0000.359000	Fire Dept - Power Stretcher	Art21 ATM0518	FIRE	20,000				20,000.00	20,000.00
TOTALS					1,735,639.16	1,012,605.65	(2,344,481.19)	1,855,000.00	2,258,763.62
									2,258,763.62
									2,258,763.62
									-
		DPW			666,719.53				458,647.57
		FIRE			487,623.04				1,361,439.77
		SCH			436,864.50				293,719.91
		TOWN			144,432.09				144,956.37
		POL			-				-
					1,735,639.16	-	-		2,258,763.62



<u>Account Number</u> <u>General Ledger</u>	<u>Account Number</u> <u>Expense Ledger</u>	<u>Description</u>	<u>Beg Balance</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
9000.0000.199600.0000		AMT TO BE PROV - BONDS	29,998,085.00	0.00	2,640,335.00	27,357,750.00
9000.0000.294003.0000	0001.0710.591048.0000	BNDS FOWLER M.S. 2/1/03	-6,006,785.00	1,037,035.00		-4,969,750.00
9000.0000.294026.0000	0001.0710.591004.0000	BNDS LIBRARY 2/1/07	-1,601,300.00	213,300.00	0.00	-1,388,000.00
9000.0000.294031.0000	0001.0710.591029.0000	BNDS - POLICE STATION 1/15/10	-2,465,000.00	225,000.00		-2,240,000.00
9000.0000.294032.0000	0001.0710.591030.0000	BNDS-SCH BOILERS 1/15/10	-430,000.00	40,000.00		-390,000.00
9000.0000.294033.0000	0001.0710.591031.0000	BNDS - REMEDIATION PETROLEUM 1	-60,000.00	10,000.00		-50,000.00
9000.0000.294034.0000	0001.0710.591032.0000	BNDS - REMEDIATION LANDFILL 1/	-165,000.00	15,000.00		-150,000.00
9000.0000.294035.0000	0001.0710.591033.0000	BNDS - REMEDIATION WINTER ST 1	-35,000.00	5,000.00		-30,000.00
9000.0000.294042.0000	0001.0710.591044.0000	HIGH SCHOOL I - STM 10/25/10	-3,250,000.00	165,000.00		-3,085,000.00
9000.0000.294038.0000	0001.0710.591045.0000	HIGH SCHOOL II - STM 10/25/10	-2,380,000.00	120,000.00		-2,260,000.00
9000.0000.294039.0000	0001.0710.591036.0000	GREEN MEADOW SYS UPGRADE - ATM	-450,000.00	30,000.00		-420,000.00
9000.0000.294040.0000	0001.0710.591037.0000	SIDEWALK - ATM 5/16/11	-270,000.00	55,000.00		-215,000.00
9000.0000.294041.0000	0001.0710.591038.0000	ROADS - ATM 5/16/11	-170,000.00	35,000.00		-135,000.00
9000.0000.294042.0000	0001.0710.591039.0000	PLAYGROUND/PARK IMPR - ATM 5/16/11	-200,000.00	20,000.00		-180,000.00
9000.0000.294043.0000	0001.0710.591040.0000	ATHLETIC FIELD - ATM 5/16/11	-130,000.00	15,000.00		-115,000.00
9000.0000.294044.0000	0001.0710.591041.0000	GREEN MEADOW CARPET REPL - ATM	-50,000.00	10,000.00		-40,000.00
9000.0000.294045.0000	0001.0710.591042.0000	TOWN HALL REPAIRS - ATM 5/16/11	-10,000.00	5,000.00		-5,000.00
9000.0000.294046.0000	0001.0710.591043.0000	HIGH SCHOOL - STM 10/25/10 - ON 2/1	-6,110,000.00	325,000.00		-5,785,000.00
9000.0000.294050.0000	0001.0710.591064.0000	ART 14 ATM 5/12 DEMO FOWLER GYM 2/1	-165,000.00	15,000.00		-150,000.00
9000.0000.294052.0000	0001.0710.591063.0000	ART 1 STM 10/25/10 HIGH SCHOOL 2/14	-6,050,000.00	300,000.00		-5,750,000.00
			0.00	2,640,335.00	2,640,335.00	0.00
9001.0000.199600.0000		AMT TO BE PROV - BONDS	3,123,800.00	0.00	553,800.00	2,570,000.00
9001.0000.294014.0000	6100.0450.591005.0000	BNDS - WTR PROJ 12/15/97	-10,000.00	10,000.00		0.00
9001.0000.294015.0000	6100.0450.591006.0000	BNDS - WTR TR 12/15/97	-70,000.00	70,000.00		0.00
9001.0000.294016.0000	6100.0450.591016.0000	BNDS - WTR MAINS 12/15/97	-5,000.00	5,000.00		0.00
9001.0000.294017.0000	6100.0450.591008.0000	BNDS - WTR FTR 2/15/02	-47,000.00	11,000.00		-36,000.00
9001.0000.294018.0000	6100.0450.591015.0000	BNDS - WTR TR FAC 2/15/02	-30,400.00	6,400.00		-24,000.00
9001.0000.294019.0000	6100.0450.591010.0000	BNDS - WELL FIELD 2/15/02	-101,000.00	26,000.00		-75,000.00
9001.0000.294021.0000	6100.0450.591050.0000	WATER.DEBT - WTR MAIN 2/1/03	-80,400.00	15,400.00		-65,000.00
9001.0000.294022.0000	6100.0450.591051.0000	WATER.BOND PRIN - PAR 2/1/0 WATER M	-30,000.00	5,000.00		-25,000.00
9001.0000.294023.0000	6100.0450.591014.0000	BNDS - MWPAT WTR	-1,795,000.00	275,000.00		-1,520,000.00
9001.0000.294025.0000	6100.0450.591007.0000	BNDS - WTR II 12/15/97	-5,000.00	5,000.00		0.00
9001.0000.294066.0000	6100.0450.591066.0000	Water Tank Repairs - 052013 ATM	-950,000.00	125,000.00		-825,000.00
			0.00	553,800.00	553,800.00	0.00
9002.0000.199600.0000		AMT TO BE PROV - BONDS	8,958,610.90	0.00	615,493.04	8,343,117.86
9002.0000.294004.0000	6200.0440.591026.0000	MWPAT LOAN T5-97-1111 - DATED 8/1/0	-14,688.00	4,896.00		-9,792.00
9002.0000.294006.0000	6200.0440.591020.0000	BNDS - MWPAT	-53,117.60	13,279.40		-39,838.20
9002.0000.294007.0000	6200.0440.591059.0000	BNDS - SWR 12/15/97	-5,000.00	5,000.00		0.00
9002.0000.294008.0000	6200.0440.591022.0000	BNDS - SWR 2/15/02	-138,000.00	29,000.00		-109,000.00
9002.0000.294009.0000	6200.0440.591057.0000	BNDS - SWR TR 2/15/02	-20,300.00	4,300.00		-16,000.00
9002.0000.294010.0000	6200.0440.591056.0000	BNDS - SWR TR 2/1/03	-125,565.00	21,815.00		-103,750.00
9002.0000.294011.0000	6200.0440.591052.0000	BNDS - SWR LINE 2/1/03	-62,250.00	10,750.00		-51,500.00
9002.0000.294048.0000	6200.0440.591054.0000	BOND PRIN - WASTEWTR PLANT (I)	-120,000.00	10,000.00		-110,000.00
9002.0000.294012.0000	6200.0440.591021.0000	BNDS - SWR II 12/15/97	-5,000.00	5,000.00		0.00
9002.0000.294013.0000	6200.0440.591027.0000	BNDS - SWR II 2/15/02	-72,000.00	15,000.00		-57,000.00
9002.0000.294029.0000	6200.0440.591035.0000	ATM 5/17/05 - WWTP 1	-320,000.00	30,000.00		-290,000.00
9002.0000.294030.0000	6200.0440.591053.0000	ATM 5/21/07 - WWTP 2	-220,000.00	20,000.00		-200,000.00
9002.0000.294036.0000	6200.0440.591034.0000	BNDS - MWPAT CWS 08/31	-3,831,966.00	239,565.00		-3,592,401.00
9002.0000.294049.0000	6200.0440.591055.0000	MWPAT CWS-08-31-A - DATED 6/13/12	-3,530,724.30	186,887.66		-3,343,836.64
9002.0000.294060.0000	6200.0440.591060.0000	Water Tank Repairs issued ATM 05201	-440,000.00	20,000.00		-420,000.00
			0.00	615,493.06	615,493.04	0.02
9003.0000.199600.0000		AMT TO BE PROV - BONDS	1,080,000.00		90,000.00	990,000.00
9003.0000.294047.0000	3100.0172.591047	CPA - COUNTRY CLUB - STM 10/26/11	-1,080,000.00	90,000.00		-990,000.00
			0.00	90,000.00	90,000.00	0.00
			43,160,495.90			39,260,867.86



TOWN OF MAYNARD - WATER ENTERPRISE FUND		
RETAINED EARNINGS CALCULATION AS OF JUNE 30, 2018		
<b>Undesignated Fund Balance - 6/30/18</b>	<b>84,037.52</b>	<b>84,037.52</b>
Deferred Tax Title Water Lien Deferred	(10,966.56)	
Deferred Revenue - User Charges	(282,289.77)	
Deferred Revenue - Cross Connect	(3,105.82)	
Deferred Revenue - Liens	(6,038.49)	<b>(302,400.64)</b>
Tax Title Water Liens	10,966.56	
Water Rates Receivable	282,289.77	
Water Cross Connect	3,105.82	
Water Liens	5,250.08	
Water Liens Comm Int	788.41	<b>302,400.64</b>
Encumbrances - Close out Prior Year	10,000.00	
Encumbrances - Current Year	(5,000.00)	<b>5,000.00</b>
Revenue	2,327,502.73	<b>2,327,502.73</b>
Expenditures	(1,554,633.97)	
Expenditures - Transfer to General Fund	(307,050.00)	<b>(1,861,683.97)</b>
Expenditures - Transfer Water Stabilization	-	
Expenditures - Transferred to Cap Proj Fund	-	-
<b>Water Retained Earnings as 6/30/18</b>	<b>554,856.28</b>	<b>554,856.28</b>

TOWN OF MAYNARD - SEWER ENTERPRISE FUND		
RETAINED EARNINGS CALCULATION AS OF JUNE 30, 2018		
<b>Undesignated Fund Balance - 6/30/18</b>	<b>211,757.10</b>	<b>211,757.10</b>
Deferred Revenue - Tax Title sewer Lien	(8,520.67)	
Deferred Revenue - User Charges	(459,770.28)	
Deferred Revenue - Tax Liens	(6,953.88)	<b>(475,244.83)</b>
Tax Title Sewer Lien	8,520.67	
Sewer Rates Receivable	459,770.28	
Sewer Liens	5,991.21	
Sewer Liens Comm Int	962.67	<b>475,244.83</b>
Encumbrances - Close out Prior Year	10,000.00	
Encumbrances - Current Year	(20,000.00)	<b>(10,000.00)</b>
Revenue	3,620,959.06	<b>3,620,959.06</b>
Expenditures - Close Out	(2,384,890.10)	
Expenditures - Transfer to General Fund	(527,218.00)	<b>(2,912,108.10)</b>
Expenditures - Trasferred to Cap Proj Fund	-	-
Revenue - Transferred from General Fund	-	
Revenue - Transferred from Sewer Stab Fund	-	-
<b>Sewer Retained Earnings as of 6/30/18</b>	<b>910,608.06</b>	<b>910,608.06</b>

## FINANCE COMMITTEE

The Finance Committee (FinCom) is a seven-member committee appointed by the Town Moderator and serves Town Meeting voters—in accordance with Massachusetts General Laws (Chapter 39, Section 16) and Maynard's Town Charter and By-laws—in three important ways:

1. Work throughout the year on behalf of Town Meeting voters and in collaboration with the Board of Selectmen, School Committee, Town Administrator, and others to (a) research impartially and gain a fuller understanding of the Town's finances and important financial trends, and (b) take proactive steps to make this understanding more accessible to Town Meeting voters.
2. Provide independent oversight of Town finances, representing the interests of Town Meeting voters.
3. Review and analyze the Town Meeting warrant articles (especially those relating to the annual operating, capital, stabilization, enterprise, and other budgets) and make informed recommendations for consideration of Town Meeting voters as they decide how to vote.

The Finance Committee is required by the Town Charter to:

1. Hold one or more public hearings prior to all Town Meetings to permit public discussion of the subject matter of all articles contained in the warrant, and
2. Report, in writing, its recommendations on every article contained in a town meeting warrant together with a statement of the reasons for each such recommendation.

The Finance Committee also oversees the Town’s Reserve Fund, which is used to fund extraordinary and unforeseen expenditures.

**Members:**

The Finance Committee has seven members. Members are appointed by the Town Moderator for three year terms. As of December 31, 2018, the following volunteers were serving on the Finance Committee:

Ken Estabrook.....	Chair
Jillian Prendergast.....	Vice Chair
PJ Gauthier.....	Secretary
Peter Campbell.....	Member
Bob McCarthy.....	Member
Don Rowe.....	(Resigned)
Tom Black.....	Member
Laura Weinstein.....	Member

**2018 Activities:**

The Finance Committee’s primary focus in 2018 has been to foster ongoing discussions across the various boards, committees, Town Admininstrator, Maynard Public Schools (MPS) administration, Town Departments (including the MPS), and other stakeholders. The primary goals of these discussions are (a) to establish new practices and improve existing practices relative to the Town’s finances to make them more proactive, transparent, and accountable, and (b) enhance the Town’s long-range financial planning and policies, aimed at addressing more effectively the Town’s operating and capital budget needs in a way that is consistent with the Town’s financial resources.

Early in the year, the Town Budget Subcommittee—which was established in Fall 2017, comprising two members from the Board of Selectmen, School Committee, and Finance Committee—continued to provide a critical forum for ongoing discussions about the Town’s operating, capital, stabilization, enterprise, and other budget needs in preparation for Annual Town Meeting. These discussions continued in the Fall 2018 with active participation of the new Town Administrator, Finance Director, MPS Business Manager, and others to begin early planning for the FY2020 budget.

The Finance Committee also prepared recommendations for the Annual Town Meeting warrant in May, as well as for two Special Town Meeting warrants, in March and November. A significant amount of information was gathered and shared on a wide range of issues, including marijuana sales, funding for the acquisition of land and facilities planning for a proposed new Fire Station, capital funding for the Town’s water and sewer systems, a new Special Education Reserve fund, and the sale of Town water and sewer services to developments outside of the Town’s boundaries.



The Finance Committee is also working to support the increase of tax revenues through interactions with the Economic Development Committee, Master Plan Steering Committee, Planning Board, and other municipal bodies whose work has an impact on economic activity in the Town.

### ***FY 2018 Reserve Fund Transfers:***

Massachusetts General Law allows Town Meetings to appropriate Reserve Funds for extraordinary or unforeseen expenditures. By law, the Finance Committee must vote to approve all transfers from Reserve Funds, after review by the Board of Selectmen.

Reserve Funds are typically appropriated at Annual Town Meeting and are available and accounted for on a Fiscal Year (FY) basis (July 1–June 30). Town Meeting in May 2017 approved \$300,000 for Reserve Funds for FY 2018. Reserve Fund Transfers for FY 2018 are listed in the table below; the ending balance of \$199,250.76 reverted to FY 2018 Free Cash.

Date	Department	Purpose	Amount	Budget Bal
		Annual Appropriation	\$300,000.00	\$300,000.00
1/8/2018	MPS	Unemployment Insurance	50,000.00	250,000.00
6/11/2018	DPW	Snow and Ice – DPW Workers	50,554.74	199,445.26
6/11/2018	DPW	Snow and Ice – Contractors	194.50	199,250.76

In closing, the Finance Committee encourages all Maynard voters to attend meetings of the various municipal bodies—including the Board of Selectmen, School Committee, Planning Board, and Finance Committee—throughout the year to become more informed and express their views about various matters affecting our Town.

Respectfully Submitted

***Ken Estabrook,***  
***Chairman***

## **CONTRIBUTORY RETIREMENT SYSTEM**

Active Members.....	218
Inactive Members.....	66
Retired Members.....	113
<b>Total Membership.....</b>	<b>397</b>

Assets	
Cash	\$ 505,028.85
Fixed Income	9,608,139.36
Equities	23,442,734.59
International Equities	4,437,894.75
Real Estate	4,206,971.69
Alternative Investments	14,485.26
Hedge Funds	3,604,125.08
Interest Due and Accrued	369.44
Accounts Receivable	115,240.32
Accounts Payable	(100,166.01)
<b>TOTAL:</b>	<b>\$ 45,834,823.33</b>

Funds and Liabilities	
Annuity Savings Fund	\$8,869,751.27
Annuity Reserve Fund	2,898,404.04
Military Service Fund	31,154.19
Pension Fund	619,314.42
Pension Reserve Fund	33,416,199.41
<b>TOTAL:</b>	<b>\$45,834,823.33</b>

Receipts	
Members Deductions	\$973,571.71
Transfers from Other Systems	213,495.17
Members Make Up Payments And Redeposits	23,404.64
Investment Income Credited To Members Accounts	13,782.16
Investment Income Credited To Annuity Reserve Fund	84,456.54
Reimbursements From Other Systems	96,240.51
Received From Commonwealth For COLA	16,409.19
Pension Fund Appropriation	2,196,300.00
Received From Town to Military Service Fund	955.60
Investment Income Credited To Military Service Fund	30.17
Investment Income Credited To Expense Fund	364,084.17
Interest Not Refunded	0.00
Miscellaneous Income	.07
Excess Investment Income	6,278,863.33
<b>TOTAL:</b>	<b>\$10,261,593.26</b>

Disbursements	
Refunds To Members	\$65,556.55
Transfers from Other Systems	267,752.47
Annuities Paid	509,598.59
Option B Refunds	0.00
Pension Payments	1,957,328.15
Survivorship Payments	179,794.14
Ordinary Disability Payments	18,209.16
Accidental Disability Payments	215,162.64
Accidental Death Payments	28,738.20
Section 101 Payments	0.00
Reimbursements To Other Systems	189,436.93
COLA's Paid	16,409.19
Board Member Stipends	3,043.50
Salaries	54,880.24
Legal Expenses	12,488.27
Fiduciary Insurance	5,546.00
Medical Expenses	0.00
Service Contracts	18,708.00
Accounting Services	8,500.00
Education and Training	2,950.00
Travel	7,342.79
Administrative Expenses	5,819.59
Furniture and Equipment	0.00
Management Fees	202,196.02
Custodial Fees	42,609.76
<b>TOTAL:</b>	<b>\$3,812,070.19</b>

## TREASURER-COLLECTOR

### Staff

Cheryl Kane.....	Treasurer/Collector CMMT
Cheri Poirier.....	Assistant Treasurer/Collector
Sandra Baltazar.....	Collector's Assistant

The Treasurer/Collector's Office strives to provide a high level of customer service for Maynard residents while administering the following:

- Collection of all taxes, water/sewer bills, trash stickers and parking tickets
- Accounting for, reconciling and investing all town cash
- Processing town and school payroll and disbursing accounts payable checks
- Debt management/ borrowing and repayment schedule

### Tax Collections July 1, 2017 - June 30, 2018

	Beginning Balance	Commitment	Commit Change Prior Year	Abate/ Exempt Refunds Tax Title Lien	Payments	Balance
Real Estate	\$200,780	\$29,416,863	3.09%	-\$83,938	-\$29,309,715	\$223,990
Personal Prop	34,133	959,794	9.81	-4,179	-951,280	38,467
CPA	-1,971	267,560	4.52	994	-266,281	301
Tax Title	876,262	141,650	-35.47	-17,928	-152,712	847,272
Water	218,615	1,848,581	14.52	-94,175	-1,728,688	244,334
Sewer	348,999	2,940,173	17.42	-150,233	-2,745,834	393,106
Excise (all yrs)	300,116	1,407,738	19.80	-12,479	-1,375,400	319,936

### Fiscal Year 2018 Debt Service Payments by Category

Fund	Principal Paid	Interest Paid	Total Paid	Principal Outstanding Balance 6/30/18	Percent Change
Town-General	\$613,300	\$179,976	\$793,276	\$4,658,000	-11.63%
School	2,027,035	806,940	2,833,975	22,699,750	-8.20
CPA Golf Course	90,000	31,900	121,900	990,000	-8.33
Water	278,800	37,108	315,908	1,050,000	-20.98
Sewer	170,865	53,383	224,248	1,357,250	-11.18
MWPAT	719,628	214,796	934,424	8,505,868	-7.80
<b>TOTAL</b>	<b>\$3,899,628</b>	<b>\$1,324,103</b>	<b>\$5,223,731</b>	<b>\$39,260,868</b>	

### Staff Total Earnings:

\*Wages may reflect more than one department, overtime and private details.

#### PAYROLL WAGES TOWN EMPLOYEES FY 2018\*

Adams, Andrea	2,116.50	Douglas, Dow	2,013.50
Akillian-Casey, Carol A	50,427.48	Dubois, Mark	161,760.92
Asmann, Richard A	75,543.61	Duggan, Ashley	1,752.00
Aubert, Justin	2,855.01	Duggan, Stephanie	62,454.36
Aulenback, Ralph	62,959.64	Duggan, William	128,292.42
Baltazar, Sandra	42,966.89	Ferguson, James	59,174.29
Balzotti, Gregory	91,136.35	Finnerty, Sarah	59,224.19
Banatoski, James	27,537.83	Foster, Joseph	78,537.56
Bendall, Deborah	11,273.86	Foster, Nicholas	2,827.00
Bertonassi, Jack	70,179.96	Frazier, Alexander	8,604.43
Blackington, Jordan	8,704.23	Gennaro, Jessica	46,050.18
Bodwell, Daniel	79,972.19	Gerroir, Susan	4,830.00
Boudreau, Jeffrey	94,336.05	Gonsalves, Craig	52,222.88
Boulette, Shawn	68,820.91	Gould, Daniel	9,586.44
Brainard, Kyle	63,912.12	Gould, Daniel R	10,954.59
Brennan, Patrick	75,134.60	Goulding, Timothy	69,421.90
Briggs, Hannah	2,255.00	Gray, Timothy	101,502.23
Brodeur, Paula	4,052.97	Grenier, Michele	16,859.95
Brooks, Nancy	56,654.48	Grossman, Beth	9,660.00
Chetwynd, Bradford	23,662.80	Guzzo, Michael	94,006.50
Cisek, Michael	14,345.36	Haakey, Patrick	83,086.72
Comeau, Lucien	81,712.93	Hanley, Elizabeth	5,526.37
Conroy, Michael	59,196.84	Harrold, Marianne	58,848.03
Cormier, Brittany	5,689.61	Hatch, Michael	82,707.81
Corrigan, Shawn	83,798.20	Houle, Jeffrey	91,337.53
Currier, Marc	79,809.84	James, Matthew	92,117.57
Cushing, Brian	152,462.23	Johnson, Gregory	50,769.18
Davoll, Eric	83,767.89	Johnston, Barbara	46,540.24
Dawson, James	46,427.59	Johnston, Thomas	2,013.00
Dee, Nathan	68,329.15	Jones, Stephen	84,050.80
DeMars, John	66,126.13	Kane, Cheryl	80,205.42
DeMars, Kenneth	52,883.39	Kiley, Sean	92,998.72
Desjardins, Craig	97,617.40	King, John	112,641.20
Dickerson, Shawn	62,588.19	Koenig, Mark	11,401.25
Dismuke, Charles	65,132.01	Kozik, Patricia	34,689.52
Distefano, Lucie	63,522.85	Kramer, Brian	29,591.49
Donovan, Diane	36,251.48	Latta, Mark	86,889.27
Donovan, Delia	3,727.50	Latta, Walter Jr	103,285.59
Doughty, Jacob	54,816.47	Lavallee, Erica	53,398.44



Lawless, Angela	118,585.57	Petersen, Brian	103,156.45
Lawton, Bryan	3,426.50	Petersen, Kevin	60,244.05
Lawton, Timothy	3,426.50	Petipas-Haggerty Casey	20,423.45
Loomer, James	22,328.20	Primiano, John	84,607.11
Loveless, Amy	71,726.28	Redford, Mary	12,024.13
Luther, Alicia	34,890.88	Reilly, Nicholas	1,094.50
Malatesta, Donald	5,056.69	Robichaud, Jeremy	60,006.33
Malcolm, Mark	45,452.52	Ruggiero, Mirella	78,232.44
Manchuso, Trista	75,596.08	Sahlberg, Adam	29,037.50
Maria, James	21,017.56	Schrader, Joshua	26,664.33
Marrama, Angela	92,531.75	Scribner-MacLean Andrew	102,231.77
Martin, Sharon	1,300.00	Seeley, Richard	117,379.56
Martinec, Alex	55,900.81	Sherman, Bridget	1,196.50
Maskalenko, Derek	90,826.27	Shugrue, Martha	6,040.47
Maskalenko, Neil	71,482.19	Sokolowski, Edward	3,477.26
McCue, Mary	35,397.13	Sokolowski, Michelle	62,648.53
McDonald, Matthew	3,239.50	St. Louis, Cheryl	55,914.52
McElwain, Olivia	2,241.00	Stanley, Wayne	10,291.66
McGowan, James	76,606.79	Stewart, Claudia	2,698.25
McGrath, James	56,159.63	Stewart, Justyne	52,690.97
Mealey, Debra	40,063.41	Stowers, Anthony	127,910.39
Miklosko, Aaron	93,001.15	Sullivan, Benjamin	1,644.50
Moore, Brandon	90,589.65	Sutherland, Michael	96,977.30
Morando, Marie	52,513.12	Sweeney, Christopher	114,376.77
Morrison, Peter	28,529.56	Sweet, Kevin	19,793.70
Mosca, Rebecca	67,497.21	Thurston, Sarah	36,474.21
Mullally, Timothy	115,341.35	Tomyl, Mark	74,964.75
Nemser, William	73,467.49	Tuomi, Matti	62,980.67
Noble, Michael	188,018.52	Tweeddale, Ian	23,542.12
Noke, Walter	1,227.10	Walsh, Jessica	24,107.35
Nyholm, Karl	105,165.01	Wasiuk, Edwin	54,568.13
Palola, Tom	73,425.14	Weiner, Stephen	86,994.30
Parker, Janine	38,743.11	Weir, Karen	36,828.03
Parker, Joseph	27,353.16	Wilson, Deric	64,408.77
Parr, Michael	104,253.07	Wilson, Lillian	1,380.50
Pawluczonek, Kelly	15,496.01	Young, Kaitlin	19,812.77
Pepin, Zoe	1,694.00		

#### **PAYROLL WAGES SCHOOL EMPLOYEES FY 2018**

Adams, Jennifer	91,979.63	Alonso Silio, Aida	29,885.85
Adamson, Candace	87,740.73	Amidon, Justin	12,665.55
Alexander, Noval	7,998.28	Andrade, Colleen	52,502.11
Alford, Rebecca	19,606.27	Appellof, Carrie	32,640.39

Arcelay, Susan	55,490.63	Caruso, Kevin	99,239.81
Arojan, Karen	12,480.00	Caruso, Mikayla	1,050.00
Arsenault, Tina	13,161.76	Casanas, Tara	5,840.00
Atkinson, Victoria	13,490.77	Cerqua, Patricia	16,145.03
Aukstikalnis, Suzanne	19,125.79	Chalas, Annette	1,087.50
Bacus, Hanna	6,137.60	Champion, Christa	1,012.50
Bailey, Amanda	51,754.97	Chisholm, Julia	12,006.39
Baldassarre, Maria	5,397.34	Cloutier, Kathryn	1,360.00
Ballard, John	50,723.83	Cobleigh, Scott	7,668.26
Banta, Joseph	25,068.36	Coen, Patricia	13,713.47
Barbagallo, John	49,863.10	Cohen, Janet	32,223.49
Barbati, Isabella	6,233.83	Cohen, Lois	60,731.83
Barth, Michael	17,100.00	Coleman, Hannah	1,837.50
Battaglia, Deborah	41,686.27	Coleman, Marlene	91,738.25
Baudin, Megan	69,742.70	Conklin, Kelly	42,291.98
Baylis, Melissa	57,823.02	Considine, April	20,246.73
Beaulieu, Brian	8,002.00	Conway, Sean	89,608.82
Begin, Rose	22,249.24	Cook, Amy	17,291.70
Beitia Carrandi, Marta	25,473.67	Copeland, Erin	13,785.59
Berger, Melissa	52,991.42	Coppola, Chery	85,048.27
Blanchard, Lucinda	81,126.21	Corbett, Matthew	16,295.18
Boardman, Lisa	86,698.39	Corcoran, Carol	9,700.52
Boda, Jamie	71,546.39	Corcoran, Darius	19,515.50
Bottasso, Madelyn	2,310.00	Corcoran, Karen	33,128.54
Boyd, Nicole	1,275.00	Corcoran, Mckenzie	26,433.50
Bradley, Susan	19,532.24	Cordon-Calvillo, Shenny	1,480.00
Braman, Hilary	26,389.05	Corrigan, Kaitlyn	72,876.14
Bratica, Kathleen	87,580.73	Cortez, Chris	16,073.44
Brennan, Mary	19,457.78	Cosetta, Sandra	6,382.72
Brennan, Patricia	76,484.46	Costello, Daniel	59,290.61
Bresnick, Deborah	11,045.51	Cotter, Brenna	87,725.45
Briggs, Stacey	6,749.00	Cotter, Michael	87,913.13
Brown, Victoria	18,552.76	Cristantiello, Lucy	3,898.25
Brunelle, Olivia	19,635.73	Croushore, Charlene	3,738.24
Bruso, Matthew	20,789.81	Currier, Kathleen	7,209.85
Cabral, Jason	31,389.64	Cutler, Samantha	1,200.00
Cairns, Valerie	70,214.17	Danforth, Julie	70,894.97
Caldicott, Liza	1,410.00	Dankner, Donna	118,900.54
Caloggero, Steven	89,129.55	Dankner, Ilana	14,884.29
Campbell, Heather	20,951.12	Davies, Judith	26,845.05
Capone, Meagan	1,125.00	De Dios Luna, Rafael	26,846.22
Caragianes, Charles	119,751.34	DeMars, Patricia	72,930.42
Carter, Pamela	51,640.55	DeMello, Sarah	5,070.34

DiSalvatore, Lisa	26,340.50	Gerondeau, Patricia	86,183.54
DiStefano, Cathy	5,472.50	Ginnity, Laura	86,739.58
Ditto, Karen	77,877.84	Giunta, Lauren	99,025.29
Doiron, Catherine	40,661.14	Gobron, Charles	52,080.00
Doktorov, Olga	63,644.81	Goguen, Donna	26,398.93
Donovan, Robert	2,920.00	Gomez, Alba	11,976.69
Doutch, Maureen	8,956.39	Gosz, Aleksandra	1,425.00
Dowd, Emily	76,331.65	Graham, Melissa	87,732.56
Downs, Lisa	9,269.54	Gregorie, Danielle	6,723.58
Doyle, Kellie	9,627.93	Griffin, Nancy	87,713.63
Duddy, AnnMarie	75,364.55	Grzegorzczuk, Bartosz	4,959.00
Dunton, Susan	5,800.00	Gubala, Malgorzata	15,690.56
Durkee, Mary	14,091.47	Gubala, Piotr	3,714.00
Early, Thomas	2,535.50	Gulezian, Kristy	49,667.41
Elkins, Denise	85,012.45	Gwozdz, Cheryl	11,280.00
Evans, Cathy	1,641.12	Haddouch, Karima	2,343.00
Faiella, Monica	47,038.26	Hales, Travis	16,904.30
Falkoff, Johanna	79,693.08	Hanson, Kirsten	6,357.82
Feinstein, Cheryl	60,913.10	Harrison, David	81,626.22
Ferranti, Mary	72,430.44	Hart, Amy	1,600.00
Filz, Joyce	10,378.68	Hart, Johnathan	4,830.95
Finnegan, Mary	85,185.20	Hatch, Denise	97,741.57
Fioretti, Jennifer	54,488.79	Hatfield, Kristin	6,508.98
Fitch, Kerry	10,346.75	Hayner, Kelly	92,369.29
Fitzsimmons, Denise	19,693.73	Haynes, Nancy	32,952.99
Flannery, Laura	8,871.30	Hayward, Kathryn	1,6690.22
Flynn, John	88,168.37	Hayward, Sheila	80,483.38
Flynn, Kathleen	18,058.25	Hazel, Sara	54,583.59
Foley, Jill	6,741.08	Heggstad, David	9,172.65
Foss, Kelly	87,080.90	High, Stephanie	18,777.25
French, Beverly	24,225.40	Hines, Kelli	8,008.00
Friedman, Patricia	31,554.64	Hobbs, Debora	77,328.81
Furuyama, Cory	15,736.08	Hollenbeck, Mary	21,267.14
Galdamez, Monica	33,774.27	Holly, Deborah	71,856.87
Gamboni, Vilma	87,418.26	Howe, Britt	8,316.58
Gately, Janis	11,148.59	Howes, Cal	1,331.25
Gately, Patricia	6,686.00	Howes, Kristyn	5,342.34
Gaudet, Jennifer	126,868.21	Howes, Paul	11,337.34
Geary, Jessalyn	3,461.25	Huseni, Saima	7,200.22
Geiger, Matthew	2,974.32	Ignachuck, Jean	68,365.95
Genetti, Charles	45,552.29	Ignachuck, Walter	71,777.23
Gerardi, Robert	182,169.07	Indelicato, Francine	27,549.88
Gerondeau, Helen	2,007.50	James, Lisa	83,696.45

Jarvis, Raymond	3,630.00	Lewis, Jennifer	47,054.06
Jolley, Helen	20,575.46	Lind, Janice	85,314.00
Jomes, Charlotte	87,613.73	Lochiatto, Joanne	49,693.65
Jones, Jennifer	81,197.51	Long, Julia	1,275.00
Jones, Stephen	4,959.00	Lucas, Gail	18,949.08
Justason, James	54,643.40	Luther, Douglas	90,189.23
Kane, Dixie-Lyn	2,099.10	MacGillivray, Karen	3,825.00
Kay, Brian	16,537.92	Mackin, Karen	3,630.00
Kelley, Sean	50,723.96	Maclean, Chelsea	1,620.56
Kennedy, Michael	1,848.40	MacLean, Lisa	96,354.93
Kennedy, Tiffany	26,942.86	MacPhee, Dana	67,648.29
Keto, Anne	14,454.77	Maida, Laura	81,526.39
Kiley, Eric	2,972.75	Makovoz, Betty	63,169.36
Kiley-Allia, Debora	4,267.74	Mancini, David	4,580.00
King, Kelly	18,319.83	Marrese, Christopher	87,839.15
King, Michelle	28,023.50	Marrow, Brandon	2,049.00
Mitchell, Christopher	81,021.37	Masciarelli, Bridget	16,982.73
Kizik, Victor	3,370.50	May, Kristin	3,450.00
Knox, Edward	3,139.48	Mazeika, Samantha	72,538.41
Kozik, Kevin	67,905.53	McDonald, Frederick	3,492.00
Krasinski, Katherine	91,067.75	McKayven, Jennifer	1,500.00
Labelle-Pierce, Jean	91,309.76	McNamara, Susan	2,160.00
LaFleur, Yvonne	41,296.22	McPhail, Melissa	88,296.15
LaFrance, Joshua	49,738.03	Mehigan, Michael	80,923.29
Lambert, Lauren	5,440.00	Melanson, Mary Helen	2,221.24
Lambert, Rosanne	80,229.49	Mello, Robin	1,560.00
Lambert, Susan	1,758.31	Mendonca, Maria	1,485.00
LaMoy, Allison	2,182.77	Messina, Nance	95,934.99
Landers, Nanda	23,269.85	Minasian, Mark	53,337.52
Langelo, Benjamin	17,078.35	Mintz, Andrew	3,630.00
Lanza, Jonathan	3,547.70	Mitzcavich, Mary	12,471.84
Lappas, Lauren	1,000.00	Mollica, John	71,263.02
Latta, Lynda	11,726.88	Moncreaff, Andrea	2,480.00
Lattuca, Jacqueline	21,773.18	Mooradian, Lynne	94,626.67
Lawson, Marcela	8,181.76	Moore, Alexander	3,200.00
Lawton, Denise	91,315.05	Moore, Colleen	74,250.99
LeBlanc, Cynthia	18,647.46	Morello, Michael	45,365.49
LeBlanc, Katie Marie	16,234.38	Morrison, Terri	81,481.64
LeBlanc, Sandra	97,756.35	Muldoon, Lynda	28,339.92
Lerner, Rochelle	87,988.97	Murphy, Gail	2,800.00
Lesage, Carol	13,936.54	Murphy, Karen	64,827.52
Levine, Jay	5,592.76	Murphy, Michelle	19,962.92
Lewis, Ellen	16,933.42	Murphy, Rita	102,231.29

Murphy, Robert	46,141.15	Rizzuto, Jillian	55,284.70
Murray, Bridget	26,994.07	Roche, Marie	18,584.50
Myers, Mark	36,603.23	Rocheleau, Danielle	24,755.91
Naik, Roopa	4,280.00	Rocheleau, Katie	1,932.30
Newey, Anne	15,962.46	Rocheleau, Rhonda	55,608.96
Nguyen, Dam	85,054.30	Rockel, Cynthia	25,210.98
Nichols, Carolanne	2,200.00	Rosato, Clare	21,625.66
Nicholson, Tricia	4,770.00	Ruperez Guillen, Gemma	35,605.30
Ogden, John	56,569.94	Rutherford, Ann	80,253.68
Ogilvie, Harrold	7,610.00	Ryan, Kimberly	9,741.00
Ohs, Marcy	67,986.44	Ryan, Melissa	15,991.72
Opdycke, Kenneth	9,334.64	Sanderson, Pamela	16,961.54
Orzech, Paul	83,819.89	Savard, Anthony	64,250.80
Padalino, Lisa	83,580.88	Saven, Meredith	4,646.56
Paisner, Sarah	33,907.99	Schwarz, Amy	62,278.75
Parker, Clay	10,593.02	Searle, Zury	5,349.94
Parquet, Amy	20,809.97	Seyller Catteau, Sharon	74,869.73
Paterno, Jeffrey	66,360.45	Shaw, Cynthia	8,620.04
Patrikis, Elaine	18,493.52	Shea, Mary Beth	107,063.00
Pendergast, Walter	50,738.04	Shoemaker, Claudia	7,620.91
Peralta, Tammy	66,510.01	Silverman, Lorraine	23,830.66
Perham, Sean	90,736.34	Simmons, Patricia	13,087.23
Perry, Catherine	77,727.84	Simmons, Saw	3,920.00
Perry, Heidi	9,850.11	Sinopoli, Mark	81,815.57
Petersen, Michelle	83,809.70	Skura, Mindy	66,075.37
Pfeffer, Gervane	87,423.85	Sloan, Michael	6,367.50
Pfleege, Jennifer	16,589.92	Smith, Elizabeth	4,280.33
Pileeki, Nicholas	75,858.43	Smith, Kendra	1,914.00
Pittman, Mary	9,320.00	Smith-Tummino, Joanne	35,341.57
Poulson, Betsy	27,174.64	Snow, Sarah	9,621.53
Quintal, Mary Ellen	10,906.48	Sokolowski, Edward	30,016.11
Radler, Richard	6,040.00	Soler, Maria	72,415.46
Ramos, Julian	12,307.84	Sonti, Aruna	1,668.70
Ramucci, Catherine	3,720.00	Spears, Jessie	21,565.96
Ravesi, Theresa	2,779.06	Spedden, Justine	40,560.39
Ray, Sharon	17,233.60	Steigerwald, Stephanie	99,356.23
Reilly, Lois	12,583.59	Stevens, Daniel	51,554.16
Reimann, Karen	4,395.25	Stewart, James	8,760.00
Renzi, Andrew	17,441.12	Stone, Jennifer	10,995.07
Resendes, Michelle	107,507.11	Sullivan, Brenda	100,002.49
Reyes, Angela	75,594.58	Sullivan, Cori	59,668.52
Riccardi-Gahan, Carol	119,588.90	Sullivan, Kathleen	56,977.26
Richard, Shayna	71,631.44	Sullivan, Margaret	77,731.46

Sylvester, Megan	24,242.81	Vasta, Jane	77,817.79
Synan, Julia	3,111.08	Vater, Jaclyn	62,317.10
Tavares, Victoria	1,462.50	Vavra, Bethany	56,740.75
Taveras, Enerolina	82,540.42	Villani, Angelo	72,661.35
Tazeen, Syeda	3,653.00	Viros, Viviane	65,491.64
Thomas, Nathaniel	82,106.54	Volf, Faina	5,529.30
Thomen-Brown, Renee	62,727.63	Waldron, Michael	96,189.23
Thompson, Ray	8,099.24	Wallace, Marybeth	90,332.80
Thompson, Regan	14,901.79	Walsh, Denise	6,538.00
Thorburn, Patricia	19,779.98	Ward, Jennifer E	14,703.33
Tiru, Sabrina	11,492.22	Ward, Jennifer L	19,323.63
Tishler, Alison	70,535.81	Warren, Valerie	6,076.00
Toohig, Patricia	85,162.71	Watts-Orfao, Nancy	2,062.50
Trainque, Sherry	87,127.48	Woicik, Stephen	82,679.41
Travers, Michelle	90,627.87	Wood, Randal	15,447.63
Tredeau, James	66,152.75	Wysokowski, Christine	38,477.61
Tretheway, Christine	26,285.26	Zangarine, William	4,865.00
Tucker, Marie	7,791.51	Zaremba, Michele	2,172.03
Umbrell, Jeffrey	2,438.00	Zimmerman, Travis	40,170.37
VanDeBogert, Erin	17,248.25		

Respectfully submitted,

*Cheryl Kane*

*Treasurer/Collector CMMT*

## BOARD OF ASSESSORS

### *Board Members:*

Christopher Worthy.....	Chairman
Stephen Pomfret.....	Member
William Doyle.....	Member

### *Staff:*

Angela Marrama.....	Chief Assessor
Marianne Dee.....	Assistant Assessor

On behalf of the Board of Assessors' I would like to thank Christopher for his contribution and effort on the board after serving for three and half years.

Fiscal Year 2019 was an Interim Year Valuation. We received our certification for a tax rate from the Department of Revenue on December 3, 2018. The assessing staff also captured \$270,176 in growth this year. There were approximately 432 inspections completed by the Assessor and Patriot



Properties. We continue to strive for accuracy in recording real and personal property data and to meet all requirements established by the Department of Revenue.

The Town of Maynard had 4,142 taxable parcels for Fiscal Year 2019. The count of these taxable parcels by property class is as follows:

Property Type	FY2018		FY2019	
	Parcel Count	Value	Parcel Count	Value
Single Family	2674	\$878,774,700	2674	\$985,202,900
Condominium	548	131,932,800	554	144,256,500
Miscellaneous	10	4,569,500	10	5,302,500
Two Family	250	74,162,400	247	84,546,300
Three Family	24	7,479,200	24	8,610,900
Four and Up	49	36,756,300	49	41,043,500
Vacant Land	92	4,142,900	94	3,841,900
Open Space	0	0	0	0
Commercial	139	52,416,700	141	56,082,000
Industrial	23	46,822,600	22	52,544,900
Chapter 61 Land	3	1,334	2	1,679
Chapter 61A Land	6	25,059	6	25,496
Chapter 61B Land	2	173,175	2	173,175
Mixed Use	28	20,994,300	28	22,214,200
Personal Property	297	30,861,539	289	30,732,206

At the Classification Hearing held on November 20, 2018, the Board of Selectman voted to split the tax rate using a 1.32 percent split which resulted in a tax rate of \$21.04 for residential and open space and \$28.86 for commercial, industrial and personal property. For Fiscal Year 2019 new values and new growth were certified on November 2, 2018 by the Department of Revenue.

### *Comparison of Total Valuations and Levy by Fiscal Year*

Fiscal Year	Assessed Value	Tax Levy	Tax Rates	
2015	\$1,173,568,330	\$27,435,788	22.31	31.09
2016	1,275,469,015	28,725,700	21.25	29.57
2017	1,279,655,133	29,409,135	22.01	30.57
2018	1,289,112,607	30,376,658	22.64	31.10
2019	1,434,578,056	31,359,563	21.04	28.86

*\*Tax Rate as expressed per \$1,000 of valuation*

***Valuation by Property Class***

<b>Property Class</b>	<b>FY2017</b>	<b>FY2018</b>	<b>FY2019</b>
Residential	\$1,134,336,728	\$1,148,314,937	\$1,284,189,236
Open Space	0	0	0
Commercial	64,011,807	63,113,531	67,111,714
Industrial	52,714,600	46,822,600	52,544,900
Personal Property	28,591,998	30,861,539	30,732,206
<b>Total</b>	<b>1,279,655,133</b>	<b>1,289,112,607</b>	<b>1,434,578,056</b>

***Levy by Property Class***

<b>Property Class</b>	<b>FY2017</b>	<b>FY2018</b>	<b>FY2019</b>
Residential	\$24,966,751	\$25,997,850	\$27,019,342
Open Space	0	0	0
Commercial	1,956,841	1,962,831	1,936,844
Industrial	1,611,485	1,456,183	1,516,446
Personal Property	874,057	959,794	886,931
<b>Total</b>	<b>29,409,135</b>	<b>30,376,658</b>	<b>31,359,563</b>

Respectfully submitted,

***Angela M. Marrama***  
***Chief Assessor***

# Education

## SUPERINTENDENT'S REPORT



### Introduction

Maynard Public Schools has a new website and Application (App) that provide much improved communication for our school and greater community. The website can be found at: <https://www.maynard.k12.ma.us/>

I would encourage you to sign up for the App so that you can get instant information right to your phone. I have provided the directions to down load the App and set push notifications in the following two news posts:

<https://www.maynard.k12.ma.us/article/79399?org=maynard-public-schools>

<https://www.maynard.k12.ma.us/article/79402?org=maynard-public-schools>

### School Committee strategic plan, vision, and mission

You can find the School Committee strategic plan, vision, and mission on our website at:

<https://www.maynard.k12.ma.us/strategic-plan-vision-mission>

The strategic plan highlights the many initiatives we have been working on to develop the whole child into a productive citizen. The mission articulates our desire for increased communication and continuous improvement efforts.

### Academic Improvements

This year we have been very fortunate to see many of the academic initiatives that we have been working on come to fruition or completion.

- The Computer Science program at the Fowler Middle School now has course offerings available K-12
- A Wellness curriculum was added for grades PreK-3 at the Green Meadow School
- A Strings program was added in grades 4 through 8 at the Fowler School.
- The Latin program was reconfigured from 6<sup>th</sup> grade only to 6<sup>th</sup> through 8<sup>th</sup> grade
- Spanish FLES Program for all students K-3
- The Spanish Immersion program now has a pathway for children to receive Spanish instruction K-12
- The Latin Club at the Maynard High School is a new program offering.
- The Maynard High School WAVM (school day courses) has been officially approved as a Massachusetts Department of Elementary and Secondary Education Chapter 74 program. As such we are able to provide vocational certification in addition to a diploma to graduating Maynard High School students who qualify
- The Oasis program for social emotional needs was developed at Maynard High School.
- Guaranteed common planning and preparation time for the Green Meadow Teachers.

### **The future for Maynard Public School Graduates**

One of our students from the graduating class of 2019 has been accepted to Harvard University and another student has been accepted to all three of the Arts Colleges that they applied to. While this is anecdotal evidence, we are pursuing the development of greater pathways for all students.

Respectfully submitted,

***Dr. Robert J. Gerardi, Jr.***  
***Superintendent of Schools***

## **GREEN MEADOW ELEMENTARY SCHOOL**

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Green Meadow Elementary School serves approximately 500 students in grades preschool to three. Our focus is on providing a warm, engaging environment that enables all children to develop a ‘love of learning’ and solid academic skills to achieve their full potential. Our curriculum is based on the Massachusetts Curriculum Frameworks, which encompasses both academic and social emotional learning. This year, we added wellness, computer technology, and Spanish to our K-3 program. These classes, along with music, physical education, art, and library, are taught by specialist teachers. In addition to Special Education Services, we are fortunate to have Title One math and reading instruction as part of our multi-tiered layer of support.

### ***Curriculum/Instruction***

Students participate in a balanced literacy program, which includes Readers’ Workshop, Writers’ Workshop and the Daily 5. To provide comprehensive instruction in phonemic awareness and phonics, Wilson’s Foundations is utilized in grades preK-3. Throughout the year, classroom teachers work closely with our literacy specialists to analyze results from assessments, such as DRA and DIBELS, to drive instruction and monitor progress.

Our primary math resource is ‘GO Math!’, which includes direct instruction, inquiry based activities, and digital components to develop strong number sense, strategic thinking skills, and problem solving abilities. Science and social studies are also a part of students’ daily instruction. We are fortunate to have a vernal pool along our property line, enabling students to study animal life cycles, seasons, and environmental changes in a natural setting.

### ***Social-Emotional Learning***

Nurturing a positive school culture in which everyone feels valued and respected is a high priority. The past two years, a core group of ten faculty members and a parent representative attended multi-day trainings on Positive Behavioral Interventions and Supports (PBIS). The PBIS committee helps develop school-wide practices, routines, incentives, and lessons to enhance skills and create a positive school climate.

The following activities also highlight ways in which we focus on social-emotional learning:

- Each school day begins with students reciting our three core values as part of our daily pledge. It serves as a reminder of the behavioral expectation to be ‘kind, safe, learners’.

- Classroom teachers and counseling staff provide students with direct instruction utilize a variety of curriculum resources including: Responsive Classroom, Social Thinking, AI's Pal's, and Collaborative Problem Solving. Conflict resolution, social interactions, and self-regulation skills are also the focus of bi-weekly guidance lessons.
- Grade level meetings are held with students throughout the year to teach routines and reinforce expectations, such as cafeteria manners and safe recess behavior.
- School-wide assemblies are held to celebrate events and foster a positive school culture. A favorite amongst students are the skits performed by our 'Respectful School Committee.' Staff members act out stories based on books promoting kindness and bullying prevention themes.
- Students engage in community service projects such as environmental clean-ups, writing letters to soldiers, Maynard Food Pantry drives, and collections for other charitable organizations.

### ***Home-School Connection***

Providing a welcoming environment with strong home-school connections is a priority at Green Meadow School. Families are encouraged to actively participate in their child's educational experience through a variety of forums. Throughout the year, there are opportunities to conference with teachers, volunteer, and attend events showcasing student work. We are fortunate to have an extremely active Parent Teacher Organization (PTO) that meets monthly to plan enrichment activities, fundraising events, and fun family activities. Favorite traditions have included the Tiger Trot, Holiday Gift Shoppe, and Family Picnic. I would like to thank our PTO Board Members and the many volunteers who dedicate their time and talents to enrich our school.

Respectfully submitted,

***Mary Beth Shea***  
***Principal of Leadership & Operations***

***Donna Dankner***  
***Principal of Curriculum, Instruction & Assessment***

## **FOWLER SCHOOL**

Here are some of the highlights and new programs that we're offering at Fowler.

- Both principals, Dan Costello and Mike Barth, are in their first year at Fowler and have made a very positive change in the culture of the school. One teacher reports that she has never felt more supported in her 11 years at Fowler.
- We kicked off the school year with the Fun Run, a week-long fundraiser that culminated in raising just over \$15,000 which allowed all 7th graders to attend Nature's Classroom.
- Fowler welcomed 9 teachers - 6 of whom were new to the district; 3 of whom were transfers from Green Meadow and the High School.
- The new schedule has allowed us to reduce the lunch period from 120 minutes to 105 - and we do not split grade levels. Now all students in each grade get to eat together.
- Fowler hosted both the Geography Bee (Dec 20, 2018) and the Spelling Bee (January 31, 2019) with 20 students competing in the school-wide Bees. All 515 students participated in the classroom Bees. The Bees were covered by the Villager-Beacon and recorded by

WAVM. School Champions move on to state level competition. The Spelling Bee trophy has been named the Robert Brooks Award, after long-time principal Bob Brooks.

- The Positive Behavior Interventions and Supports (PBIS) program moved into its second year of implementation. Improvements and modifications to the Code of Conduct were implemented. In addition, a new program of recognizing students began. Named after staff member Andrew Renzi, students who go above and beyond are nominated by staff and students and certificates handed out by the principals. This is a part of the Positive Office Referral program advocated by the PBIS Steering Committee. 15 Renzis have been awarded at the midpoint of the school year.
- Strings was offered for the first time in memory at Fowler. 90 students in Grades 4-7 signed up to learn stringed instruments. This is in addition to the over 100 students in the Fowler Band Program.
- Engineering is now offered to students in Grades 5-8 and the program is off to a strong start and meets once per week.
- Latin is now offered to students in Grades 6-8 and meets once per week.
- During Spirit Week (December 17-20) the Fowler Student Council collected hundreds of food items for Open Table in Maynard.
- Teachers are utilizing common planning time (CPT) to plan instruction, look at data, and to plan interventions for students with learning gaps. We have built a schedule to increase these planning opportunities for 2019-2020.

Respectfully submitted,

**Dan Costello**  
*Principal of Leadership & Operations*

**Michael Barth**  
*Principal of Curriculum, Instruction & Assessment*

## **MAYNARD HIGH SCHOOL**

### ***Vision Statement***

*Maynard High School will provide an emotionally and physically safe environment that will allow students to become well-rounded and resilient through academics, athletics and extracurricular activities.*

*Students will become creative problem solvers and respectful, productive citizens who embrace the diversity they encounter in the ever-changing global marketplace.*

*(Developed and approved by the School Site Council March 2015)*

### ***Overview***

This past June the graduation of the class of 2018 was held outdoors at Alumni Field under ideal weather conditions. Alumni Field is always a wonderful venue and was enjoyed by the entire community assembled to view and participate in the joyous ceremony for the 91 assembled graduates and the large crowd of family and friends there to support them. The class of 2018 attended Maynard High School for a full 5 years starting as 8th graders and was the first class to do so.



Valedictorian Garvey Cummings and Salutatorian Bernadette Benn were among the more than 93% of graduates going on to further education and training. The remaining 7% of graduates had post graduate plans including military service, directly entering the workforce or taking a planned gap year. Graduates of the Maynard High School class of 2018 went on to attend such colleges as Worcester State University, Georgetown, Penn State, the University of Massachusetts at Amherst, the University of Massachusetts at Lowell, the University of Massachusetts at Boston, the University of Massachusetts at Dartmouth, the University of Virginia, WPI, Assumption College, Saint Michael's of Vermont, Merrimack College, North Carolina State, Green Mountain College, Central Connecticut College, the University of New Hampshire, the University of New England, Brigham Young, Saint Mary's, Framingham State University, Salem State University, Bridgewater State University, Ithaca College, Middlesex Community College, Keene State College, Quinnipiac, the University of Vermont, Suffolk University, East Carolina College, Dean College, Elon University, Endicott College, the University of Maine and George Mason University.



Graduates – Class of 2018		
<i>Sofia Adams</i>	<i>Hanna Bacus</i>	<i>Maxwell Bakalos</i>
<i>Karla Banegas Sanabria</i>	<i>Christopher Bastien</i>	<i>Bernadette Benn</i>
<i>Madison Berry</i>	<i>Emma Blanchard</i>	<i>Madelyn Bottasso</i>
<i>Harrison Bourgeois</i>	<i>Maggie Brennan</i>	<i>Hannah Briggs</i>
<i>Margaret Buwembo</i>	<i>Madelyn Candela</i>	<i>Sydney Carroll</i>
<i>Hailey Cato</i>	<i>Jacqueline Celestino</i>	<i>Mario Celi</i>
<i>Robert Charbonneau</i>	<i>Marie Coyne</i>	<i>Michael Crine</i>
<i>Garvey Cummings</i>	<i>Christina Cutler</i>	<i>Samantha Dahill</i>
<i>Michael Dao</i>	<i>Erika De Mesa</i>	<i>Nicholas DeCastro</i>
<i>Savana DeVos</i>	<i>Karla Diaz</i>	<i>Grace Dineen</i>
<i>Sara Donovan</i>	<i>Mark Doucette</i>	<i>Jackson Dufour</i>
<i>Kaitlyn Duggan</i>	<i>Katherine Early</i>	<i>Alyssa Ehrenfried</i>
<i>Charles Fitzsimmons</i>	<i>Kelsey Floyd</i>	<i>Erin Flynn</i>
<i>Jared Foriati</i>	<i>Luis Garcia Alvarado</i>	<i>Hannah Gonyea</i>
<i>Alyssa Gwozdz</i>	<i>Mason Hanley</i>	<i>Alice Hathaway</i>
<i>Rebecca-Lynn Hebert</i>	<i>Jake Hills</i>	<i>Justin Hines</i>
<i>Benjamin Hudak</i>	<i>Ivy Irwin</i>	<i>Julia Jacobsen</i>

<i>Emma Jacques</i>	<i>Alexander James</i>	<i>Nicole Jones</i>
<i>Rasheed Juerakhan</i>	<i>Sofia Lappas</i>	<i>Arianna LaPusata</i>
<i>Pamela Laurent</i>	<i>Owen Lawton</i>	<i>Maria Massaro</i>
<i>Olivia Massaro</i>	<i>Thomas McCaffrey</i>	<i>Nora McCarthy</i>
<i>Joseph McDonagh</i>	<i>Juan Mendoza Olarte</i>	<i>Jaden Meyer</i>
<i>Kyle Morgan</i>	<i>Devon Nolan</i>	<i>Aidan O'Brien</i>
<i>Corey Olivier</i>	<i>Christopher Pagan</i>	<i>Olivia Palmer</i>
<i>Allyson Patrikis</i>	<i>Rafaela Pessoa</i>	<i>Cole Puntoni</i>
<i>Kayla Rabel</i>	<i>Katherine Rutherford</i>	<i>David Ryan</i>
<i>Olivia Saperstein</i>	<i>Austin Schimke</i>	<i>Heny Brunela Pimental</i>
<i>Joel Stenhouse</i>	<i>Katelyn Stramaglia</i>	<i>Julia Synan</i>
<i>Lucy Thraen</i>	<i>Fabio Tomagnini</i>	<i>Joseph Uglevich</i>
<i>Emma Ullrich</i>	<i>Justin Wilkins</i>	<i>Katherine Wilkins</i>
<i>Matthew Wilkins</i>		

Maynard High School continues to provide its students with a high quality academic experience with a rich range of electives and opportunities for advanced study. Our newly approved, and state certified, Chapter 74 Vocational Program in Radio & Television Production allows Maynard High School to take full advantage of our industry standard radio and television production facilities throughout the school day joining our continuing, award winning, after school WAVM club. All Maynard High School seniors must complete a “Senior Pathway” prior to graduation. These pathways include completing and defending a robust Digital Portfolio of work completed while at Maynard High School, or by completing a “Senior Project” which involves academic research into an issue of social significance, completion of an internship in their field of study, and creation and completion of a product or service which will positively impact the community.



### ***Extracurricular Activities***

Our students also have the chance to participate in a wide range of extracurricular activities including music through band, chorus, Wind Ensemble, Jazz Ensemble, and Madrigals, theater through our school play and small student organized Black Box Theater, a range of athletics across three seasons, WAVM, and many clubs ranging from our Young Republicans and Young Democrats Clubs, Cooking Club, to Best Buddies, to Mock Trial and many more. Over the past three years we have also added a Quiz Show Team that has competed around the state under the auspices of Television Station WGBH, an Interact Club under the charter of the Rotary Club, a Latin Club and a Chapter of Amnesty International. Opportunities for student leadership and the chance to become engaged community members while building citizenship and service to the community exist within all of these varied programs.

### ***Athletics***

The Maynard Athletic Department has continued its tradition of success under the direction of Athletic Director Kevin Caruso and our exceptional coaching staff. Highlights include:

- Last winter the Boys' Basketball Team nobly defended its state title once again reaching the State Championship game to come up just a bit short as the state runner up. This marked the team's 3rd consecutive appearance in the state title game. The Boys team also successfully defended their title in the prestigious Clark Tournament in Worcester in the Small Schools Division and are now the reigning two time champions.
- The Football Team once again had a winning season, reached the playoffs and continued a successful cooperative arrangement with AMSA as a partner school.
- After many years of success our Boys & Girls Soccer Teams continued at higher division play and both reached the state tournament.
- The Girls Basketball Team qualified for the MIAA District Tournament and were Central Massachusetts District Champions losing in the state semifinal round. This is the furthest the girls' basketball team has advanced in the state tournament in school history.
- Both the Girls and Boys Track Teams saw large participation rates and all members of the teams performed well consistently.
- The Baseball and Softball Teams qualified for the MIAA Tournament.
- Our Golf Team was also a district tournament qualifier.\*Many Maynard student-athletes were recognized as league All Stars, Central Mass All Stars, All State players and league MVPs.
- The athletic department continues with its Facebook and Twitter page, as well as a website which enhances communication with parents and the community.

Special thanks go out to the Booster Club for their support whenever asked. Thanks also go out to Remembering Maynard's Own and the Athletic Hall of Fame for the continuing support of Maynard High School athletic programs. These organizations continue to fund scholarships to athletes who cannot pay activity fees at Maynard High School and the Fowler School.

### ***WAVM***

The WAVM program continues to shine at Maynard High School with well over 150 students from grades 6-12 participating in the after school program. With the acceptance of our application for the expansion of WAVM instruction into a Chapter 74 Certificate program in Radio and Television Production a new era has opened up for the students of Maynard High School. A faculty member continues to expand formal instruction in Radio & Television production within the school day itself and 13 students from Maynard High School are officially enrolled in the new program.

### ***Technology***

At this time technological infrastructure at Maynard High School is extremely sound. The conversion from iPads to Chromebooks for all students is now advancing. The District's Technology Committee



continues to work closely with Maynard High School to help ensure that our students have access to the state of the art technology so essential to education in the 21st Century.



### ***Growth***

As the chart below illustrates, Maynard High School continues to show a robust student population. With a designed capacity of 410 Maynard High School was facing logistical challenges with a student population of more than 500 during the 2016-2017 school year which is some 25% above that designed capacity. As a result the 8th grade remained at the Fowler School in the 2017-2018 school year creating a proper student load at the high school. As illustrated below, grades 9-12 will fill Maynard High School to 86% of its original

design capacity during the upcoming school year. The 8th grade will remain at the Fowler School for the foreseeable future as having the 8th grade at the high school would consistently exceed the designed capacity. More students exercising a school choice option came into Maynard High School than left the district. Maynard High School is broadly, and rightly, viewed as a first rate educational institution able to meet the needs of a diverse student body.

	2015-2016	2016-2017	2017-2018	2018-2019	Projected 2019-2020
Grade 8	119	118	At Fowler	At Fowler	At Fowler
Grade 9	104	112	90	96	81
Grade 10	97	104	94	86	96
Grade 11	87	97	101	91	86
Grade 12	85	87	94	101	91
<b>Total</b>	<b>492</b>	<b>505</b>	<b>379</b>	<b>374</b>	<b>354</b>

### ***Governance & Support Groups***

The Maynard High School Site Council is made up of students, parents, community members, teachers and administrators. This advisory body works together on matters of policy, curriculum and program analysis all linked to the improvement of the Maynard High School community.

### ***School Site Council Members***

Charles Caragianes	Principal & Chair
Kevin Caruso	Principal & Assistant Chair
Talia Caloggero	Student
Patrick O'Neil	Student
Talal Sidiqui	Student
Timothy Lawson	Student
Diane Dahill	Community Member
Ellen Duggan	Community Member
Mark Minasian	Teacher
Michael Waldron	Teacher
Denise Fitzsimmons	Community Member
John Ogden	Teacher
Laura Maida	Teacher
Jean LaBelle	Teacher
Lisa Adams	Parent
Laura Grundstrom	Parent
MaryEllen McCarthy	Parent

In addition to the members of the School Site Council, a major thank you goes out to the Maynard High School PTO, Remembering Maynard's Own, The Maynard Education Foundation, The Boys & Girls Club of Maynard, the Boosters Club, Friends of Tiger Football, the Maynard Music Association, the Friends of WAVM, our Senior Project Steering Committee, our Chapter 74 Radio & Television Program Advisory Council and our countless adult and student volunteers who do everything from build the sets for our school musical to helping with our annual Beacon-Santa Telethon. Without these groups and individuals Maynard High School would be a much less vibrant place.

Respectfully submitted,

***Charles J. Caragianes***  
***Principal of Curriculum, Instruction & Assessment***

***Kevin Caruso***  
***Principal of Leadership & Operations***

### **STUDENT SERVICES**

The Department of Student Services coordinates Special Education, English Learner Education, Preschool, Civil Rights including Section 504, Health Services, and the district's responsibilities under the McKinney-Vento Homeless Education Act. Given the district's responsibilities for providing specialized transportation to special education and homeless students, the Department of Student Services also oversees the coordination of all special transportation services. Additionally, Department of Student Services staff support all district-wide and school-based initiatives essential to meeting the needs of all students.

#### ***Special Education***

The Maynard Public Schools are committed to providing a continuum of special education supports and services across the district and within each school. By Federal and State regulations, we must provide services to special education students with diverse learning needs ages 3 to 22. All students

receiving special education have an Individualized Education Program (IEP) specifically developed for them by a designated IEP team. Since “one size does not fit all” so we offer a continuum of services including highly specialized in-district programming. We work to provide programming that will allow students to learn in their neighborhood school where they can grow and become productive members of their community.

Since the inception of Massachusetts Special Education Law Chapter 766, the Maynard Public School System has served the special education needs of students with disabilities by providing supports and services in a variety of settings. As of October 1st 2018, the school district provided special education services to 265 students ages 3 to 22 (19.6% of students receive special education services).

We offer a variety of in-district programs to students eligible for special education services. Our programs offer a structured environment with predictable routines, highly specialized individual and small group instruction; and curriculum that allows students to experience success as they learn and develop at their own rate.

### ***Preschool***

Over fifty-seven students enrolled in the Green Meadow Preschool Program as of December 1, 2017, with the number of students in our program continually growing over the course of the school year. To provide a range of program options for our students in the preschool program, the Green Meadow Preschool continues to offer full-day and half-day sessions. In fall 2015, the Preschool Program was re-accredited by the National Association for the Education of Young Children (NAEYC) - the nation's leading organization of early childhood professionals. By maintaining our accreditation, the Green Meadow Preschool program is recognized as a leader in a national effort to raise the quality of early childhood education, and to help give all children a better start. Our early childhood supports and services have also been recognized by the Massachusetts Department of Early Education and the Massachusetts Department of Education.

The Student Services Department conducts Preschool screenings for three and four year olds throughout the year, and a Kindergarten screening in April. As a result of these screenings, parents and school personnel are apprised of a child's cognitive, communication, physical and behavioral strengths as well as possible areas of need. Ongoing screening and assessment activities are also conducted for students in grades K-12, residing in Maynard, suspected of having special education or related service needs.

### ***English Learner Education***

In addition to Special Education and the Green Meadow Preschool, the Student Services Department also coordinates the English Language Education Program for an increasing number of English Learners (EL) students and Formerly English Learner (FEL) students in grades K to 12. By Federal and State regulations, each school district is required to provide English Language supports to students who have are English Learners (EL). The Maynard Public Schools is committed to providing high quality English Language Development and Sheltered English Immersion consistent with best practices to our increasing enrollment of English Learners.

As of October 2018, 70 K to 12 students were identified as English Learners. The 70 students indicate a significant increase from previous years, when the number of students averaged in the low 20s. Also of note, these enrollment numbers do not include EL students attending our preschool program or the students who have FEL status. Districts with EL enrollment below 100 are considered to be low-incident. Being a low-incidence district we do not qualify for Federal Funding.

### ***Grant Funding***

Currently, the Student Services Department manages over \$400,000 in Federal and State grants pertaining to special education and early childhood education. Paraprofessional positions, contracted



services, and professional development are funded by these entitlement and competitive grants. These funds further support our efforts to provide quality supports and services to the students in Maynard.

Respectfully submitted,

***Carol Riccardi-Gahan***  
***Director of Student Services***

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**EXCEL PROGRAMS – BEFORE AND AFTER SCHOOL CARE**

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***“Excellence in Care, Enrichment and Learning”***

The EXCEL Program is a tuition-based before and after school program for children in kindergarten through grade seven, operated under the auspices of Maynard Public Schools. There were 245 students enrolled in the past year with a dedicated staff of forty, including part-time and full-time staff, college students, high school students and volunteers.

Professional development for all EXCEL staff included pediatric/adult first aid/CPR offered by Emergency Training Specialists and behavior management seminars presented by Donna Shea, director of the Peter Pan Center.

Partial and full scholarships for special activities have been provided for needy families through the generous donations of the Maynard Community Chest. Moreover, EXCEL continues to work with Child Care Resource Center, Inc. of Worcester, a child care resource and referral program, in order to provide affordable child care for eligible families.

EXCEL at Green Meadow School provided before school (7:00 a.m. to 8:30 a.m. for grades K-7) and after school (dismissal to 6:00 p.m.) enrichment/care for kindergarten through third grade.

Grades one through three are based in the cafetorium. The kindergarten space was comprised of one dedicated classroom and a shared library or staff development room. Children were offered a choice of activities including field trips, reading, cooking, arts and crafts, indoor/outdoor games, science projects, music and quiet time within a theme-oriented curriculum. Homework time was offered to second graders in the library. Grade three walked to the Fowler School at 4:00 p.m. daily for supervised homework time and ‘free choice’ activities until 6:00 p.m. All students had access to the gym and/or playground on a daily basis.

The Fowler After School Club or FASC/grade 4 was located in the music room on the first floor and FASC/grades 5-7 are located in the cafeteria. The program included supervised homework time with access to electronics, crafts, cooking, sewing, community service projects, gym, playground, sports, guest presentations and field trips.

Special theme programs were offered on early release days and February/April school vacations in 2018. A seven week summer enrichment program with weekly themes was available to children in kindergarten through grade seven. Morning, afternoon or full day programs were offered with flexibility. Optional field trips and special events/presenters included: Canobie Lake Park, Legoland, Breezy Picnic Grounds & Waterslides, Todd Goodwin, Suffolk Courthouse,

- Dreamland Wax Museum, Davis Farmland, George’s Island Cruise, Drawbridge Puppet Theatre,
- Purgatory Chasm, West End Creamery, Truck Day, Fine Arts Theatre, Roger Williams Zoo,

- Southwick Zoo, Maynard Public Library, Circus Smirkus, Discovery Museum, Harvard Bowling Lanes, New England Aquarium, Knucklebones, Pawtucket Red Sox and Duck Tours.
- In June scientists from the Concord Consortium offered a free special week long program entitled, “Geniventure: Dragons & DNA”. Eleven Students embarked on a quest to save dragons by exploring the genes and DNA that give them their valuable traits. By playing an online game developed by the Concord Consortium, participating in hands-on activities, games and a field trip to a real biotech lab, the students had fun while learning about how inherited traits actually work in real life.
- Cody Wells, from Astoria, New York, was hired for the month of December as a resident brick artist to work with Green Meadow students and the Fowler After School Club. With his guidance the students created a “Winter Snow Village” with Legos. The village is displayed at the Maynard Public Library through January 2019. A special reception took place on December 28 to showcase the village , as families were able to enjoy Lego challenges and games. The project was made possible by the support from the Maynard Education Foundation, the Maynard Public Library, Sarah Paisner (school librarian), the DPW, EXCEL/FASC Programs.
- The Fowler After School Harmony Choir, sponsored by EXCEL, was offered to students in the spring for grades 4-7 at a separate tuition, under the direction of Christine Wysokowski, music teacher at Green Meadow School. Forty-five students participated in one-hour weekly sessions and an evening concert performance.
- Pokemon Club was offered at Green Meadow School and Fowler School in the spring.
- We are pleased to have Bobby Whitcomb of Excelsior in Maynard as he continued to offer a great experience for students in grades two and three this past fall at Green Meadow School.
- Other after school classes, opened to all students at Green Meadow School in 2018 included: Chess Wizards, Spanish, Chinese, Lego Engineering, Wicked Gross Science, African Drumming and Kids Test Kitchen.

Information about EXCEL Programs:

Phone: 978-897-8021

E-mail: [excel-fasc@maynard.k12.ma.us](mailto:excel-fasc@maynard.k12.ma.us)

Website: <https://www.maynard.k12.ma.us/o/maynard-public-schools/page/excel-in-maynard>

Respectfully submitted,

***Lois V. Cohen***  
***Director***



## Municipal Services

### OVERVIEW



The Office of Municipal Services (OMS) manages and operates the planning, economic development and regulatory service functions of the Town. The office is a customer-service based department, providing the review and inspection processes that address necessary public health, safety, environmental and community concerns in an efficient, effective, timely and cost-efficient manner.

OMS integrates the following regulatory divisions: Building & Inspections, Permitting, Public Health, Planning & Zoning, and Conservation. Staff provides support to the Town's regulatory boards and commissions including the Board of Health, the Planning Board, the Zoning Board of Appeals, and the Conservation Commission. Most permits can be applied for, paid, and issued, through an on-line portal. Our staff is available to assist those for whom the on-line process is not available.

Long term planning, conservation and environmental protection, permitting of projects, and the inspection of properties are all important to the development of a healthy and vibrant community. To that end, the OMS continues to ensure that those who need to do business with the Town receive prompt, courteous, and knowledgeable service. We strive to maintain the core services that our residents and businesses expect and build upon implemented initiatives to improve current practices. Efficiency with the safety and health of the public is always our highest priority.

### BUILDING DEPARTMENT

The state of building activity in Maynard is very strong but a bit of an anomaly. 436 building permits were issued in 2018, well above the previous 10-year average of 364, but short of the 509 issued in 2017. Permits for 8 new single-family dwelling units were issued this year, which includes the 5 attached townhouses at 173 Main Street. The only new "commercial" buildings were the VUE apartment buildings (180 units) and the Independent Living Center (143 units) under construction at 129 Parker Street (Digital Way). Because of the Parker Street development, Total Value of Construction was up 371% and Building Permit Fees collected were up 483% in 2018 from the previous 10-year averages. This dramatic increase in growth and fee revenue is expected to continue next year as the supermarket and other retail buildings get underway at 129 Parker Street. Also of note this year is the renovation of the former Walgreens for Emerson's Urgent Care Center. The Permit summary below has been streamlined so that Residential and Commercial Alterations shall include additions, repairs, roofs, siding, windows, decks, solar panels, demolition and associated accessory structures. Sheet Metal/Mechanical Permits are both residential and commercial. I would like to remind the residents of Maynard that a Building Permit and an approved inspection are required prior to the installation or use of a wood or pellet stove. Most fires caused by wood stoves are due to improper installation. Proper venting of these may prevent fatalities

Respectfully submitted,

**Richard A. Asmann**  
**Building Commissioner**

***Building Permits by Construction Type***

Type of Construction	Permits	Construction Value	Fees
New 1 or 2 Family Dwellings	6	\$1,956,966.00	\$25,725.00
New Multi-Family Dwellings	4	48,296,248.00	676,148.00
Residential Additions/Alterations	355	6,420,830.00	78,965.00
Wood/Pellet Stoves	4	14,014.00	140.00
Sheet Metal/Mechanical	20	1,249,391.00	17,517.00
Temporary Tents	2	n/a	70.00
Signs	9	94,420.00	1,200.00
Commercial Alterations/Repairs	36	2,968,182.00	42,038.00
Commercial New Buildings	0	n/a	n/a
<b>Total 2017</b>	<b>436</b>	<b>\$61,000,051.00</b>	<b>\$841,803.00</b>

***Plumbing & Gas Inspector***

I would like to thank the Board of Selectmen for the opportunity to serve the Town of Maynard as well as the staff in the Municipal Services Department for their continued support. Both residential and commercial permit applications have remained steady with an increase from the previous year. This is partially due to the increasing work at Mill & Main along with new housing being developed. I predict another productive year with pending projects in our future.

Permits Issues 2018:

- Plumbing 206
- Gas 199

Respectfully submitted,

***Adam Sahlberg***  
***Plumbing and Gas Inspector***

***Inspector of Wires***

I would like to thank the Board of Selectman and the residents for the opportunity to serve the town as the Inspector of Wires. I would also like to thank the staff of the Municipal Services Department for their continued support. Residential alterations, new dwellings and Mill & Main have continued to keep us busy. I'm looking forward to another successful year as we look forward to new projects in town.

Electric Permits Issued 2018: 328

Respectfully submitted,

***Peter Morrison***  
***Inspector of Wires***





### ***Sealer of Weights and Measures***

The Sealer of Weights & Measures is responsible for inspecting all devices used to sell products or goods by weight or measure. This includes fuel pumps (mainly those dispensing gasoline & heating oil), electronic registers, scales, and taxi cab meters. Most are sealed annually, some bi-annually. The Sealer has state certified weights and fuel testing devices for use in carrying out these inspections and is certified by the state as qualified to perform the inspections. If an inspection indicates an error in a device, the Sealer will correct it by adjustment if possible. If not, the device will be marked with a tag labeled "Not Sealed," and is to be taken out of use by the vendor until it has been repaired, and re-inspected by the Sealer.

Beginning in calendar year 2015, the Town contracted with the Commonwealth of Massachusetts Department of Standards to perform this service. In 2018, the following sealings were successfully completed:

CVS Pharmacy.....	1 Scale
BP.....	16 Meters
Jimmy's Garage.....	11 Meters
Cumberland Farms.....	12 Meters
Maynard Mobil.....	24 Meters

## **PUBLIC HEALTH**

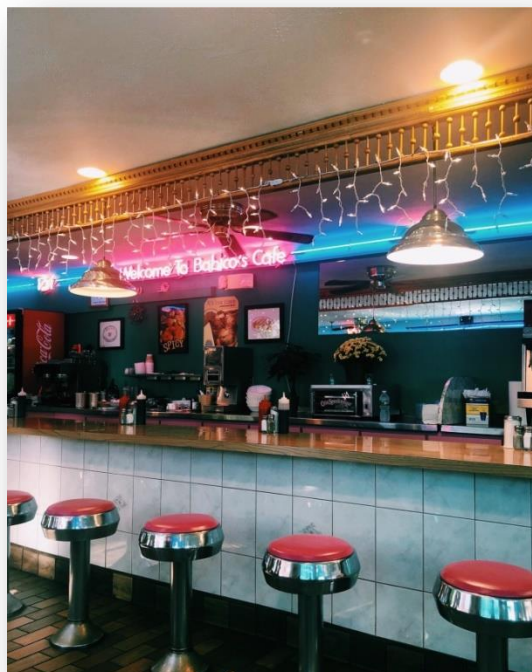
### ***Board Members***

Ronald Cassidy.....	Chairman
Kathy McMillan.....	Member
Lisa Thuot.....	Clerk

### ***Staff***

Beth Grossman.....	Food Inspector
Kelly Pawlucznek.....	Health Agent

The Board of Health is responsible for a wide range of health and environmental concerns, including the promotion of public health, control of dangerous disease, and protection of the environment. In addition to permitting and inspectional services associated with the enforcement of local and state sanitary and environmental regulations, the department also provides communicable disease investigation and prevention programs through the state-run MAVEN database, food establishment inspection services, pool and camp permitting, funeral director permitting, solid waste and septage hauler permitting, tanning establishment permitting, temporary and annual dumpster permitting, complaint investigations, housing inspections, tobacco sales permitting and enforcement, wastewater and water supply plan review and permitting, as well as all-hazard emergency



preparedness planning and response. The Board of Health is comprised of three appointed members who serve overlapping three-year terms.

<u>Licenses &amp; Permits</u>		Re-Inspections.....	71
Food Service (Full, Retail).....	46	Hearings.....	0
Temporary/Seasonal Food.....	13	Plan Reviews/Pre-Openings.....	6
Catering.....	1	Change of Owner Meetings.....	1
Fraternal Clubs.....	2	Complaints.....	3
Church Kitchens.....	2	New Establishments.....	2
Mobile Foods.....	1	Food Recall.....	1
Schools Kitchens.....	3	Foodborne Illness.....	1
Residential Kitchens.....	3		
		<u>Inspections/Investigations</u>	
Food Pantry.....	2	Housing Inspections.....	40
Funeral Directors.....	1	State Housing Inspections.....	3
Swimming Pools.....	3	Rooming House Inspections.....	2
Tanning Salon.....	1	Septic Abandonment.....	0
Solid Waste Haulers.....	2	Pools (Public/Semi-Public).....	3
Septic Haulers.....	2	Camps.....	2
Tobacco Permits.....	9	Tanning Salons.....	1

#### Food Program

Food Inspections Routine..... 134

#### ***Landfill Monitoring***

The Board's engineering firm, Environmental Compliance Service, Inc. (ECS) continued to provide mandated landfill gas monitoring on a quarterly basis. Landfill groundwater and surface water sampling was conducted bi-annually, and monitoring reports were prepared on behalf of the Town and submitted to the MA Department of Environmental Protection. Monitoring reports have remained in the normal ranges throughout 2018, and the Solar Array is functioning properly without affecting the cap.

#### ***Sharps Collection***

The Board of Health sharps disposal program continues to be enormously successful. Many residents take advantage of the sharps disposal kiosk. This program is encouraged by both the MA Department of Public Health and MA Department of Environmental Protection regulations to prevent the possibility of accidental "needle sticks" that endanger workers in the solid waste field. A sharps collection kiosk is located in front of the police department and is provided as a convenience to residents of Maynard.

#### ***Emergency Preparedness***

The Board of Health continued to function as the designated department for the Town to work with the MA Department of Public Health (MDPH) on Emergency Planning efforts. This involves being the planning advocate between MDPH and their deliverables under the Center for Disease Control and Prevention (CDC), and the volunteers who have joined our Maynard Citizen Corps/Medical Reserve Corps (MCC/MRC). Stephanie Duggan, Human Resources Coordinator and MRC Volunteer Coordinator, represents Maynard on the Region 4AB Public Health Emergency Preparedness Coalition.

#### ***Maynard Citizens Corps/Medical Reserve Corps***

The Maynard Medical Reserve Corp / Citizens Reserve Corps (MRC) is a volunteer group focused on supporting the town in local emergency management in response to both natural and man-made



disasters. It consists of both medical and non-medical volunteers. MRC volunteers receive training sponsored by the Federal Emergency Management Agency (FEMA) and the Massachusetts Emergency Management Agency (MEMA) in the Incident Command System (ICS) and National Incident Management System (NIMS)

Perhaps the most visible service the MRC provides is organizing and running the town's annual Flu Vaccination Clinic. This service is provided as part of a broader Emergency Dispensing Drill conducted each year. This drill / clinic not only helps volunteers maintain their skills but also helps the MRC team learn ways to improve its efficiency in running a dispensing clinic while maximizing the safety to the citizens of Maynard. Due to the unavailability of standing orders from a local physician, we were regrettably unable to provide a public clinic in 2018. We are hopeful that we can work successfully with Emerson Medical (due to open their family practice on Main Street in 2019) and our new Emergency Management Director (Fire Chief Stowers) to acquire standing orders for our 2019 fall clinic.

Other events this year were: the Annual MRC Volunteer Meeting held in March, providing the first aid tent at the Relay for Life in June. In the past the MRC has also participated in the Library sponsored Truck Day, Maynard Road Race and Maynard Fest. MRC Executive Board members, Mary Hilli and Deb Roussell, worked hard with volunteers from the towns of Hudson and Stow and incorporated pet sheltering into Maynard's Shelter Plan, and a full-scale drill is being planned for 2019.

As with any volunteer organization recruitment is an ongoing process. For those interested in serving the town in this capacity, more information can be found on the town's website: <http://www.townofmaynard-ma.gov/municipal-services/public-health/mcc-mrc/> or by contacting our MRC Coordinator at [mrc@townofmaynard.net](mailto:mrc@townofmaynard.net).

### ***Nursing Contracts***

Emerson Hospital Homecare in Concord, MA provides skilled-care nursing services to elderly patients from Maynard at the time of discharge from Emerson Hospital, conducts all of our epidemiological investigations, and staffs our employee and senior flu clinics, led by our Town-specific nurses, Kathy Castle RN and Tricia McGean RN.

We continue to utilize the Massachusetts Virtual Epidemiologic Network (MAVEN) through the Massachusetts Department of Public Health, allowing Emerson Homecare nurses to directly receive and investigate epidemiological incidents, which allows for a faster response time.

Disease	Status	# of Cases
Amebiasis	Probable	1
Hepatitis A	Suspect	2
Hepatitis C	Probable	1
Lyme Disease	Suspect	22
Mumps	Suspect	1
Rocky Mountain Spotted Fever	Suspect	1
Tuberculosis	Suspect	2
Babesiosis	Confirmed	1
Borrelia miyamotoi infection	Confirmed	1
Calicivirus/Norovirus	Confirmed	1
Campylobacteriosis	Confirmed	1
Cryptosporidiosis	Confirmed	1
Giardiasis	Confirmed	1
Hepatitis C	Confirmed	2
Influenza	Confirmed	42

Human Granulocytic Anaplasmosis	Confirmed	3
Pertussis	Confirmed	2
Lyme Disease	Confirmed	22
Salmonellosis	Confirmed	1
Tuberculosis	Confirmed	2
Lyme Disease	Confirmed	1
Legionellosis	Confirmed	1
West Nile Infection	Confirmed	1

Respectfully submitted,

***Kelly Pawluczonek***  
***Health Agent***

### ***East Middlesex Mosquito Control Project***

The East Middlesex Mosquito Control Project (EMMCP) conducts a program in Maynard consisting of mosquito surveillance, larval mosquito control and public education.

During 2018, May through most of August was dry. With that and the mosquito populations still rebounding from the 2016 drought, there were lower than average mammal biting mosquito populations until September. Above average precipitation, starting in late August, resulted in mosquito populations rebounding back to normal by mid-September. The Massachusetts Department of Public Health (MDPH) determined that there was a remote eastern equine encephalitis (EEE) risk and moderate West Nile virus (WNV) risk in Sudbury during the 2018 season. There were 48 residents in Massachusetts that contracted WNV in 2018.

The adult mosquito surveillance program monitored mosquitoes from 4 Maynard trap collections. Three mosquito pools were sent to the MDPH to be tested for WNV and EEE. All pools tested negative for EEE and in September, one pool tested positive for WNV.

The larval mosquito control program relied on the larvicides *Bacillus thuringiensis* var. *israelensis* (Bti) and *Bacillus sphaericus*. Bti and *Bacillus sphaericus* are classified by the Environmental Protection Agency as relatively non-toxic. In April, a helicopter was used to apply Bti granules to 54 wetland acres to control spring floodwater mosquitoes. Field crews using portable sprayers applied Bti in the spring and summer to 20.75 wetland acres when high densities of mosquito larvae were found in stagnant water. *Bacillus sphaericus* was applied to 1,185 catch basins to control *Culex* mosquito larvae. *Culex* mosquitoes are considered the primary vectors for WNV.

The EMMCP's public education program is designed to develop awareness within the public and the private sectors as to their roles in mosquito control. The Project serves as a resource to residents, municipal officials and the local media on mosquitoes and mosquito borne diseases. A web page located at <https://sudbury.ma.us/emmcp/> provides residents with information on mosquitoes, control programs and related topics.

Respectfully submitted,

***Brian Farless***  
***Superintendent, EMMCP***

## CONSERVATION COMMISSION

### *Board Members:*

James Bullis.....	Chair
M. John Dwyer.....	Member
Laura Mattei.....	Member
Christopher Butler.....	Member
Andrew Snyder.....	Member

The Conservation Commission is responsible for the preservation, acquisition, and stewardship of open space; administration and enforcement of state and local wetland regulations and bylaws; review and approval of stormwater management under the local bylaw; monitoring and oversight of ongoing projects; and public education. The Commission meets regularly on the second Tuesday of each month, and members also attend various workshops, trainings, and conferences to learn more about wetlands, open space preservation, and stormwater management.

- The Conservation Commission held 11 regular meetings and four additional meetings in 2018.
- The Conservation Commission issued four Orders of Condition, four Wetland Determinations, one Stormwater Management Permit, and four Certificates of Compliance.
- The Conservation Agent conducted biweekly inspections of the Maynard Crossing development, to ensure that sedimentation barriers and Blanding's Turtle barriers were in proper working condition. These inspections will continue into 2019.
- A public survey was conducted for the Open Space and Recreation Plan, and 445 residents responded. Their responses are the foundation for the goals and objectives outlined in the Plan, which will be resubmitted for state review in early 2019.
- A Trail Keeper volunteer group was established to help maintain and improve Maynard's trails. The group boasts over 20 members, and goes out monthly to walk and clean up the Town's trails.

The Conservation Commission anticipates an exciting and productive 2019 and hopes to improve the management and care of its open space land, streamline application processes, and further promote public education on important environmental issues that affect the Town.



Respectfully Submitted,

**James Bullis**

*Conservation Commission Chairman*

**PLANNING & ZONING**

Bill Nemser has been the Maynard Town Planner since July of 2014. In 2018, we welcomed Assistant Planner and Conservation Administrator Kaitlin Young to the staff. Both feel the passion and sense of community continually demonstrated by the residents of Maynard make their work incredibly gratifying. 2018 has been an eventful year and has set the stage for an exciting 2019!

***Planning Board***

Members:

Greg Tuzzolo	Chairman
Andrew D'Amour	Vice Chairman
Bill Cranshaw	Member
Jim Coleman	Member
Chris Arsenault	Alternate
Megan Zammuto	Member

The Planning Board typically meets twice a month and considers a variety of applications including Special Permits, Subdivision Approval and Site Plans. The level of experience on this Board is immense and Maynard is fortunate to have these dedicated volunteers provide their expertise to help the Town carefully move forward. 2018 saw the Planning Board as busy as ever with a variety of projects and initiatives including a good amount of downtown development.

Planning Board Highlights

- The Planning Board drafted the Town's first "Inclusionary Zoning By-law". Adopted by Town Meeting in 2018, this By-law requires projects creating six or more dwellings to include affordable units or make a contribution to the Maynard Affordable Housing Trust.
- The Maynard Crossing project, at 129 Parker Street, has been going full steam ahead. The residential units are expected to be open this summer!
- Downtown mixed-use projects were on the uptick on 2018. 2019 looks like that trend will continue and bring a new vibrancy to downtown!
- Under the supervision of the Planning Board, The Master Plan "steering committee" is well underway creating the Town's first Master Plan in 28 years! This is blueprint for a community vision to reflect the values of its residents and provides an invaluable tool to assist in decision-making, policy development and plan making.



Moving into 2019 the board anticipates a busy and eventful year that should see Maynard's local economy continue to grow, continue to foster good development and ensure that Maynard continues to be a great place to call home!

### ***Zoning Board of Appeals***

#### **Members:**

Molly Bergin.....	Alternate
Leslie Bryant.....	Member
John Courville.....	Member
Jerry Culbert.....	Member
Jamel DeVita.....	Alternate
Marilyn Messenger.....	Member
Paul Scheiner.....	Chair

The Zoning Board of Appeals (ZBA) meets monthly to consider requests for variances, special permits, and “Comprehensive Permits” for construction of low or moderate income housing (under G.L. c. 40B). The ZBA also hears appeals of a Decision by the Building Commissioner. Most cases are heard and decided at the initial public hearing as presented by the Petitioner, while some cases are continued to allow members to view the property or to give the Petitioner sufficient time to submit more specific information.

#### **Zoning Board of Appeals Highlights**

- *12 Harrison Street - Special Permit request to extend a non-conforming structure (approved).*
- *170 Main Street – Variance request to allow construction of a new building with a reduced setback (approved).*
- *21 Prospect Street - Special Permit request to extend non-conformity (approved).*

The ZBA wishes to thank all town officials, other boards and committees for their support and assistance during 2018.

Respectfully Submitted,

***Bill Nemser***

***Town Planner AICP, LEED AP***





# Human Services

## COUNCIL ON AGING

The Maynard Council on Aging is a municipal department meeting the diverse needs of seniors in Maynard age 60 and older.



### *Board Members:*

Anita Dolan .....	Chair
Paula Copley .....	Vice Chair
C. David Hull .....	Secretary
Angelina Flannery .....	Treasurer
Rochelle Greenaway .....	Member

The current population of individuals over the age of 60 (per 2017 census) is 2,481 which constitutes 23% of Maynard's overall population. The COA is staffed by a full-time Director and a 35-hour Principal Clerk. The COA's hours are Monday through Friday, 9:00 a.m. to 3:00 p.m.

The Council on Aging's van service is available five days a week for seniors over the age of 60 and disabled individuals. The service transports individuals to grocery shopping, medical appointments and a wide array of personal priorities. The service is funded by the Massachusetts Department of Transportation through the Lowell Regional Transit Authority. The Council on Aging facilitates referrals to the services provided by Minuteman Senior Services including in-home assessments, Protective Services, Meals on Wheels and the SHINE (Serving the Health Insurance Needs of Elders). The COA provides information about resources in the areas of housing, transportation, legal services and caregiver support programs. The COA works closely with the Maynard Fire and Police Departments. The COA also oversees the Senior Tax Work Off Program.

The Council on Aging has substantially increased its services to individuals under the age of 60 through the fuel assistance programs and referrals to food pantries and other community resources. The COA facilitates the Salvation Army program. The COA's Durable Medical Equipment Loan program is an important resource for individuals of any age in need of medical equipment.

A monthly newsletter is distributed to the town of Maynard residents which in addition to promoting the programs of the Council on Aging, publicizes events at the Maynard Library and ArtSpace as well as supporting community organizations such as Open Table and Maynard Food Pantry. The Executive Office of Elder Affairs partially funds the publishing of the newsletter.

The Council on Aging offers a robust health and wellness program with fitness classes supporting the physical, emotional and social needs of seniors. Zumba, Tai Chi, Yoga, Chair Yoga and Stretch and Flex are taught by exceptional instructors. Brains & Balance, a program to improve cognitive skills and balance through educational exercises and core training, motivates its participants to proactively prevent falls. A monthly nurse's clinic is sponsored by VNA CareNetwork. Nashoba Nursing Service, CareOne of Concord and Life Care Center of Acton sponsored presentations on such topics as Home & Kitchen Safety, Prediabetes, COPD and Label Reading 101. Local yoga and Ayurvedic practioner Jean Popovich taught a series on relaxation strategies for better sleep.



A Friday educational series was started with the Ken Burn's documentary "Vietnam War." DVD programs included Broadway Musicals, the National Parks and Traveling Down Route 66, to name a few. A light lunch is served to a packed audience. The Office of Consumer Affairs provided a thorough update on online safety and fraud prevention. The Council on Aging hosted the AARP Smart Driver program.



The band students of the Maynard Public Schools, along with their Director, Mr. Kevin Kozik, performed two special winter concerts just for Maynard seniors. Maynard seniors participated in the Secretary of State's Annual Senior Art Show. Fox Tours trips included a visit to the Newport Playhouse, the 2nd Annual Gloucester Lobster Cruise and a holiday adventure to the Salem Cross Inn and the Yankee Candle Company.



Friends of Maynard Seniors held their first event, a Meet and Greet at the Maynard golf course. Over seventy people attended to launch the organization which will support the services the Council on Aging provides to Maynard's seniors. The Friends hosted an All-You-Can-Eat Italian Buffet, a

Holiday Craft Fair and completed a new Maynardopoly game in celebration of Maynard's Sesquicentennial.

I would like to thank the Council on Aging Board for its support and the seniors of Maynard for their appreciation and utilization of the programs and services the Council on Aging provides. I would also like to express deep gratitude to Patricia Kozik, the COA's Principal Clerk, for her compassion, creativity and endless enthusiasm.

Respectfully submitted,

**Amy Loveless, LICSW**  
**Director of Council on Aging**

## VETERANS' SERVICES

To the Honorable Board of Selectmen, Town Administrator, and the Veteran Community of Maynard, this report is submitted for the year ending 2018.

### ***Veterans Benefits***

Veterans Benefits are governed under Chapter 115 of the Massachusetts General Laws (M.G.L. c. 115) and the Commonwealth of Massachusetts Regulations 108 (C.M.R. 108). Benefits assist qualified needy veterans and their dependents based on income levels and in accordance with the Budget Standards Chart. The Town of Maynard is reimbursed 75% by the State for Veteran's Assistance payments issued by this office.

The Veterans Agent is responsible for determining the eligibility of all cases processed through this office. The Agent conducts interviews, establishes approvals, and conducts follow-up on veterans receiving assistance. Field investigations within the local community are also performed by this office to determine the recipient's continued eligibility to receive benefits.

Veteran's Service's also includes assisting Maynard veterans in filing federal forms for benefits which include service-connected disability claims, non-service-connected claims, VA health care, requests for medals, requests for service records, bonus applications, burial assistance and other federal benefits such as counseling in vocational rehabilitation and employment.

Additionally, the Agent acts under Power of Attorney for veterans researching and processing cases to the Rating Review Board (Department of Veteran Services), and prepares appeal cases to the VA Board of Veteran's Appeals on the veteran's



behalf. The Agent also acts as liaison between State and U.S. Representatives on behalf of veterans and their dependents.

This year the Veteran's Service budget remained essentially the same as in 2017 because the number of qualified veteran's seeking Chapter 115 benefits remained at the same level as in 2017.

### ***Office***

The Veteran's Office relocated to the basement level of the Maynard Town Hall. The office is currently staffed one day a week on Tuesdays from 6 – 8PM. Additional hours are available by appointment Monday through Saturday.

### ***Legislation***

During the past year, Massachusetts Legislature passed BRAVE Act which the Governor signed into law. The BRAVE Act enhanced existing state benefits all eligible veterans and their families.

Highlights from the BRAVE Act include:

- Designates April 5 as Gold Star Wives Day, and the last Sunday in September as Gold Star Mothers and Families Day
- Establishes a Massachusetts Veterans and Warriors Agriculture Program to enhance education, training, employment, income, productivity, and retention of veterans working in or aspiring to work in the field of agriculture
- Allows parents or surviving guardians of veterans, who died in service to the country, to receive a real estate credit on property beginning January 1, 2019
- Increases veterans' local property tax work-off program from \$1,000 to \$1,500
- Allows Gold Star license plates to be affixed to commercial vehicles
- Provides time off for veterans for Veterans Day and Memorial Day, with or without pay, at the discretion of the employer
- Requires the Department of Veterans' Services to maintain and publish a list of law firms and organizations that provide pro bono legal representation for veterans
- Establishes a special commission to study cost and feasibility of exempting all cost to veterans of attending public higher educations in Massachusetts
- Directs the Executive Office of Health and Human Services in consultation with the Executive Office of Public Safety and Security, to partner with a Massachusetts college or university to conduct a study relative to veterans and military members suffering from mental health or substance abuse issues related to their military service and their needs in the criminal justice system
- Extends the veterans' bonus program administered by the Treasurer to allow for the maximum amount of benefits under the program, Subject to appropriation, to those veterans who served during Operation Enduring Freedom, Operation Iraqi Freedom, Operation Noble Eagle, Operation Inherent Resolve and Operation Freedom's Sentinel

### ***Salute***

It has been my honor to be the Commander of Disabled American Veterans (DAV) Chapter 82 for 2018. In 2018 DAV Chapter 82 raised just over \$10,000 during the annual "Forget-Me Not" campaign and the citizens of Maynard contributed significantly to this fund raising event. Many of you donated to our members standing outside in the summer heat, as well as the cold and chilly fall and winter months. Thank you to the residents of Maynard for your continued generosity to our



Disabled Veterans. 100% of your donations went to local Disabled Veterans, their families in need, nursing home Veterans and Veterans undergoing medical treatment in VA Hospitals located here in Massachusetts. This year DAV Chapter 82 again donated sweat pants and sweatshirts to Sweats for Vets which is a non-profit charity that provides clothing to local homeless veterans. Salute!

Respectfully Submitted,

**Wayne E. Stanley Sr., MSgt, USAF (Ret)**  
**Veterans Agent**

## HOUSING AUTHORITY

To the Honorable Board of Selectmen,

Herewith is the report of the Maynard Housing Authority for the year ending December 31, 2018.

### **Members**

William Cranshaw.....	Chairman
George Hardy.....	Treasurer
C. David Hull.....	State Appointee/Vice Chair
Judith Peterson.....	Secretary
Robert Subick.....	Assistant Treasurer

At this time the Authority's two elderly and handicapped developments are fully occupied, Powdermill Circle (fifty-six units) and Concord Street Circle (fifty-six units). In 2018 there were eight new tenants and one unit transfer at Powdermill Circle and three new tenants at Concord Street Circle. The HUD Low Rent Family Dawn Grove (thirty-two units) is also fully occupied at this time. There were two new tenants that moved into the development in 2018 and one unit transfer.

Properties at Dawn Grove, Powdermill Circle and Concord Street Circle had additional major maintenance related projects undertaken to improve both appearance and safety in the developments. The Authority undertook complete reconstruction of all pavement at Powdermill Circle, re-roofed two buildings at Concord Street Circle and reconstructed sidewalks at Dawn Grove.

After twenty-eight (28) years on The Board William Primiano decided it was time to give up his position. We express many thanks for his years of commitment to the Housing Authority.

For information relative to low income housing for elderly and disabled or for families, please contact the Executive Director at the Authority office, 15 Powdermill Circle, Monday through Friday, 8:30 a.m. to 4:00 p.m.

Telephone (978)897-8738 or (978) 897-6893  
TDD #1-800-545-1833 – Ext. 144

Respectfully submitted,

**William Cranshaw**  
**Chairman**

## Library, Culture & Special Committees/Boards

### PUBLIC LIBRARY

#### Board of Trustees

Patricia Chambers	Member at Large
Peter Reed	Chair
Jan Rosenberg	Secretary

#### Friends Officers

Aly Severance	President
Jan Rosenberg	Vice President
Dennis Morrissey	Treasurer
Rose Salvati	Secretary
Greta Friel	Membership Coordinator

#### Library Staff

Stephen Weiner  
 Carol Akillian-Casey  
 Casey Petipas-Haggerty  
 Mark Malcolm  
 Jeremy Robichaud  
 Sally Thurston  
 Karen Weir  
 Deric Wilson

#### Part-time Circulation Staff

Susan Gerroir  
 Liz Leaver  
 Sharon Martin  
 Olivia McElwain

#### Part-time Pages

Emma Bendall  
 Hannah Briggs  
 Daniel Giger  
 Bridget Sherman  
 Claudia Severance  
 Joel Stenhouse  
 Owen Thayer  
 Samantha Grundstrom  
 Nicholas Reilly  
 Zoe Pepin  
 Lillian Wilson

#### Volunteers

Janet Brayden  
 Connie Keenan  
 Karen Lund  
 Susan Gerroir  
 Jan Rosenberg  
 Marilyn Hanson



#### Days open

The library was open 295 days in 2018. Hours open to the public were: Monday, Friday, and Saturday, 10AM-5 PM, Tuesday and Thursday, 2 PM-9 PM, and, beginning in October, Wednesdays, 10AM-9 PM. The library was closed on Saturdays during the summer.

#### Circulation

In 2018, 55,914 books circulated. 3,365 audio books also went out. 11,936 items went out through the Overdrive (downloadable) program. 15,244 DVDs also circulated. 3,946 CDs also went out.

There were 2,044 Freegal music downloads. 1,014 museum passes went out as well. 19,860 items were routed in for Maynard patrons to borrow and 22,010 items were routed out for patrons of other communities to use. 79,126 items were discharged. 11,352 items went out through the self-check program. Total circulation for 2018 was 270,917. 389 new cards were registered and there were 2,416 computer log-ins. The library's wireless was accessed 8,622 times, the Newsbank program 194 times, and Ancestry.Com was logged into 4,473 times.

### ***Grants***

In early fall the library completed a \$ 7,500 dollar grant focusing on STEAM programs for children. The library also received a \$500 dollar award from the Mass Cultural Council to support the summer concert. The MBLC also awarded the library a \$14,912 dollar annual award. The Friends of the Maynard Public Library also showed their support by contributing approximately \$10,000 dollars to fund the Maynard Public Library's museum pass program as well as underwriting programs such as the summer concert.

### ***Programs & Elections***

367 programs were held in 2018. These programs were directed at children, teens, and adults. The Summer Reading program was also held. In total, 5,714 people attended programs. There were also 3 elections held in 2018. A total of 4,287 people voted.

### ***Reference/Meeting Room Use***

4,217 reference questions were answered. 13 Instructional programs were held. There were 576 meetings held in the Maynard Public Library in 2018.

### ***Festivals***

The library sponsored these annual programs: the Maynard Book Festival, the summer concert, the Maynard Public Library Comicon, and the Summer Reading program.

I would like to thank the Board of Library Trustees, the Friends of the Maynard Public Library, volunteers, library staff, and town officials, for support. I'd specifically like to thank Town Administrator Gregory Johnson, Executive Assistant Stephanie Duggan, Financial Manager Michael Guzzo, and Facilities Manager Tim Goulding.

Respectfully submitted,

***Stephen Weiner***  
***Library Director***

## **BYLAW REVIEW COMMITTEE**

To the Honorable Board of Selectmen, Town Administrator, and the citizens of Maynard, this report is submitted for the year ending 2018.

### ***Members***

William Cullen .....	Vice Chairman
James Early .....	Member
William Kohlman .....	Chairman
Eugene Redner .....	Member
Alannah Gustavson .....	Secretary



The Committee met monthly with the exception of June and December. The Chair of the committee met with the Assistant Town Administrator Andrew Scribner-MacLean and Town Planner Bill Nemser discuss changes to By-Laws.

The Committee presented 8 articles for the March 2018 Special Town Meeting which were all approved by Town Meeting vote. They were:

1. Open Meeting citations in the By-Laws
2. Fines for Board of Health violations in Chapter 21 Nuisances
3. Delete Smoking and Tobacco related section in Chapter 21 Nuisances
4. Reorganizing the Solid Waste Collection section into its own By-Law Chapter 37
5. Reorganizing Utility Pole section into its own By-Law Chapter 38
6. Correct an error in Chapter 29 Hazard Materials
7. Update Outside Dining section in Chapter 21 Nuisances
8. Deleted redundant parts of Chapter 15, Section 5, Non-Criminal Disposition

The Committee also assisted with the article for Chapter 39 Marijuana License, which was presented by the Board of Selectmen

The Committee presented 5 articles for the May 2018 Annual Town Meeting which were all approved by Town Meeting vote. They were:

1. Amend Chapter 18, Section 4,
2. Amend Chapter 28, Fire Alarm Systems
3. Amend Chapter 29, Hazardous Materials
4. Amend Chapter 30, Underground Fuel
5. Create Chapter 40, Fire Prevention/Safety

The amend Chapters had not been updated for decades and were brought up-to-date to reflect current practices.

When the Attorney General's Office, which has to approve all By-Law changes, initially ruled on the creation of Chapter 38 Utility Poles, they did not initially approve it. They pointed out that a Supreme Judicial Court's decision in 2005, "invalidated a by-law regulating double poles as inconsistent with the provisions of G.L. c. 164, and as frustrating the fundamental state policy of ensuring uniform and efficient utility services to the public." They finally ruled that we could move the section into a new By-Law but it would not be enforceable. At the advice of Town Counsel, the committee plans to delete the By-Law at the earliest opportunity.

At our July reorganizational meeting, Bill Kohlman was reelected Chair. Given that the meeting was not fully attended, other positions were put off until the August meeting where Eugene Redner was elected Vice-Chair and Alannah Gustavson was reelected Secretary.

At the request of the Town Moderator, Dick Downey and Assistant Town Administrator Andrew Scribner-MacLean, the committee has prepared warrant articles for the May 2019 Annual Town Meeting. They include:

1. To amend Chapter 1, section 8; concerning reconsideration at Town Meeting

2. To amend Chapter 1, section 17D; to raise the level of expenditures requiring a secret ballot.

The committee was also asked to look into the issue of vacant store fronts and dilapidated building but the committee deferred it to the Economic Development Council and the Town Planner. The committee felt that we did not have the expertise to craft or modify an existing By-Law from another town for use in Maynard. Once the initial draft is created, the committee will review and suggest edits.

Additional warrant articles that the committee has prepared for the May 2019 Annual Town Meeting include:

1. To amend Chapter 34, Stormwater Management and Chapter 15 Section 5, Non-Criminal Disposition
2. To delete Chapter 38, Utility Poles

Respectfully submitted,

**William G. Kohlman**  
Chairman

## COMMUNITY PRESERVATION COMMITTEE

### Members

M. John Dwyer.....	Chair/Conservation Commission Representative
Rick Lefferts.....	Vice Chair
Steve Jones.....	Treasurer/Recreation Committee Representative
Lisa Hanley.....	Clerk
Ellen Duggan.....	Historic Commission Representative
Bill Cranshaw.....	Housing Authority Representative
Randy James.....	Capital Planning Representative
Jim Coleman.....	Planning Board Representative
Tom Hesbach.....	Member
John Lenicheck.....	Member

Provisions of the Community Preservation Act (“CPA”) were first approved by Maynard at Town Meeting in May 2006, when residents voted to enact a property tax surcharge of 1.5% to fund CPA. Maynard property tax surcharge funds are supplemented with money from a State fund. Following adoption of the CPA by Maynard, a nine member Community Preservation Committee (“CPC”) was formed in November of 2006 to study existing Town resources, identify critical needs and evaluate proposals for addressing needs that could be funded with CPA funds. These proposals must be related to one or more of the following categories: Open Space, Community Housing, Historical Preservation and Recreation. Additional information about the CPA program in Maynard is available at the library, the Town Clerk’s office and on the Town website.

From 2008 to 2018, the CPC has forwarded for Town Meeting approval, over 3.5 million dollars in projects in the above four categories. A complete listing of all projects approved by the CPC is available by contacting the Committee or attending a meeting. The CPC meets the first and third Wednesday of each month in Town Hall at 7:00 p.m.

In May 2018, Town Meeting approved the following CPC funded projects:

May 2018 Town Meeting Approved CPC Funding Projects	
Fowler Field Restoration Project	\$175,000
Glenwood Cemetery Pond Renovation	\$10,000
Historic Property Survey (MACRIS Phase 3)	\$25,000
Affordable Housing Trust	\$250,000
<b>TOTAL:</b>	<b>\$460,000</b>

In the fall of 2017, the CPC received requests for funding from seven eligible projects. The decision by the CPC to recommend four of these projects was made in early Spring 2018, and forwarded to the Town for inclusion in the Warrant Articles for the Annual and/or Special Town Meetings in May 2018.

We are pleased to report that the CPA projects approved and funded at the May 2018 Town Meeting are all being acted upon by appropriate Town departments or nearing completion.



Respectfully Submitted,

**M. John Dwyer**  
Chairman

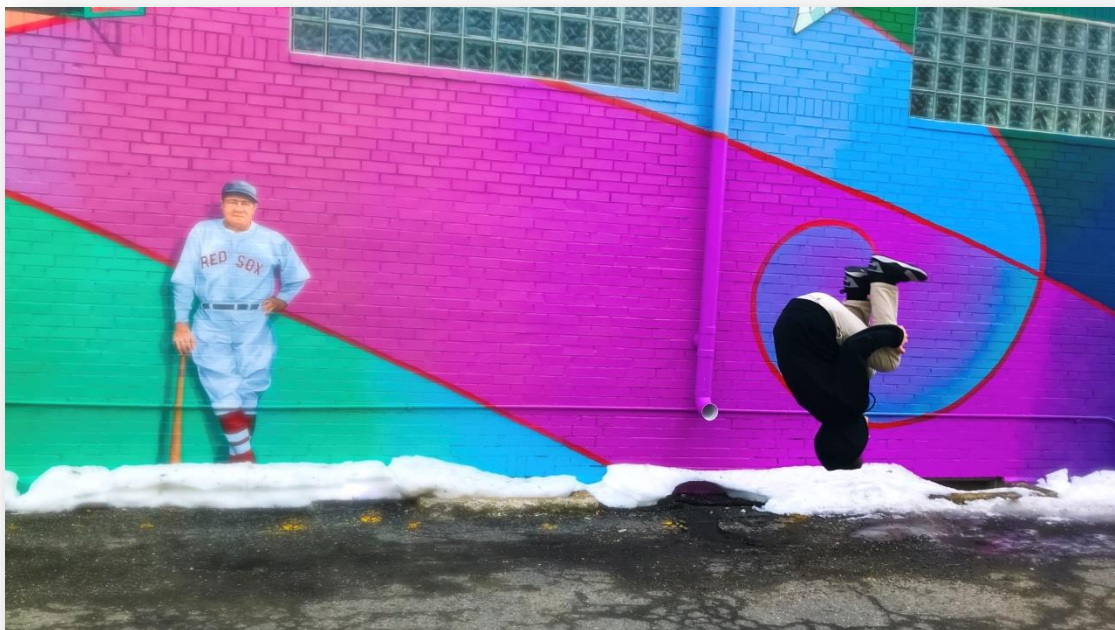
## CULTURAL COUNCIL

### Members

Molly Bergin.....	Member
Jeff Swanberg.....	Chairman
Erik Hansen.....	Member
John Houchin.....	Member
Andy Moerlein.....	Member
Brad Matthews.....	Member
Eliot Hunt.....	Member
Sara Lundberg.....	Member
Margot Slowick.....	Member

It has been another busy year for the Maynard Cultural Council and the Assabet Village Cultural District. We began the year by announcing the recipients for over \$6,000 of grants for local artists, musicians, and cultural institutions. Among the thirteen projects sponsored included a new “All are Welcome” installation at Open Table, a local “Rolling on the River” music series, and the Maynard Public Library’s free summer concert in Memorial Park.

In the April we recognized the grantees at our 3rd annual Awards Show. Each of the grantees was able to attend this great event and share a piece of their project with the community. For the first time the Council awarded a special recognition award, to acknowledge a group in town who were making independent contributions to Maynard’s unique community culture. The award was given to Peter and Andrea Morgan for leading the Maynard Rocks group. A simple concept of painting rocks and leaving them around town to be found and re-hidden has sparked a huge following. The group found a low cost activity that engages children and adults alike, made a positive use of social media, and exposed hidden artistic talent within town. We were pleased to be joined by Representative Hogan who presented the award.



We also announced the winners of the Maynard as a Canvas mural contest at the show. Two murals were selected to be painted at the corner of Waltham and Parker St. The artists came to town and completed the projects over the summer, and the results have received a lot of positive feedback. The Cultural Council would like to thank former member Erik Hansen for the hard work and dedication he put into seeing this vision come alive.

The Council also participated in the first statewide ArtWeek. This event, sponsored by the Boch Center and the Massachusetts Cultural Council is a statewide arts festival designed to put on interactive and educational events across the state. Maynard had thirteen events throughout the week, and was listed as an ArtWeek hub. We would like to thank all of the event sponsors, as well as the Maynard Business Alliance and ArtSpace for helping to make Maynard ArtWeek a success.

The Assabet Village Cultural District (run by the Maynard Cultural Council) successfully applied for funding from the state's Cultural Districts Initiative to grant to local store front improvements. Improvements included new signage for several businesses, a bench on Main St, and another mural at the corner of Parker and Waltham.

The District also received state funding for its FY19 budget. Projects include funding for a rebranding of the district, holding the awards show, new banners for the entrances to town, and for the Inside Out project. The Inside Out project will feature large format portraits of Maynard residents pasted in town, allowing people to share their stories with an international audience.

The Council finished the year with selection of the 2019 grant winners. Over \$8,000 will be awarded to seventeen different applicants this year. Winners will be recognized at our 4th annual award show this spring.

Finally, we would like to welcome new members Sara Lundberg and Margot Slowick to the Council. Thank you both for your hard work and dedication.

Respectfully Submitted,

*Jeffrey Swanberg*  
Chairman

## ECONOMIC DEVELOPMENT COMMITTEE

Created by the Town Administrator (TA) in 2014, the Maynard Economic Development Committee works cooperatively with businesses, developers, state and local agencies, and across Town government to create policies, practices, and tools which retain business, attract investment, and nurture sustainable economic development, while retaining Maynard's "small town New England" character and quality of life. Appointed members serve as an advisory team for the Town Administrator and the Board of Selectmen (BOS).

### Members

Jack MacKeen.....	Chair
Dick Downey.....	Vice-chair
Sarah Cressy.....	Secretary, Assabet Valley Chamber of Commerce Representative
Kate Hogan.....	State Representative (Karen Freker, Designee)
Lynda Thayer.....	Maynard Business Alliance Representative
Ron Calabria.....	At-Large Member
Jerry Culbert.....	At-Large Member
Will Doyle.....	At-Large Member
Bill Nemser.....	Town Planner
Andrew Scribner-MacLean.....	Assistant Town Administrator

### 2018 Activity Highlights:

- **Business Environment Enhancement Program (BEEP):** Funded or awarded matching grants totaling over \$57,000 for:



- Façade improvement at four downtown businesses;
- A 3<sup>rd</sup> edition of the Retail & Restaurant Guide (see details below under wayfinding);
- The 2nd year of the Downtown Hanging Flower Basket Program;
- The Maynard Cultural Council’s “Maynard as a Canvas” public art mural program at 7 Waltham Street;
- Wayfinding parking signage and informational kiosks as described below.
- **Discover Maynard:** Began formal development of website, discovermaynard.com, to promote and support all local businesses and organizations town-wide. Content will include event calendars, business information, history, cultural district information, and wayfinding data including parking and MBTA information. The site is set to launch in the spring of 2019.
- **Wayfinding:** Wayfinding is a collective priority for the MEDC. A subcommittee worked on identifying three types of users—automobiles, pedestrians, and cyclists. Program components to date include:
  - Kiosks: Worked with DPW to identify seven possible locations to place wayfinding kiosks. The first kiosk with a complimentary bench and trash receptacle will be erected in the spring of 2019.
  - Parking Lot Signage: Design to be specifically geared towards assisting guests with finding parking locations. Signage parameters have been defined and a prime contractor has been engaged.
  - Sign Inventory: In conjunction with DPW, completing a downtown sign inventory.
  - Retail & Restaurant Guide is a walking guide to Downtown Maynard. Program is co-sponsored by the Maynard Cultural Council and funded through the BEEP. This guide has been very successful with well over 5000 copies distributed to more than 50 locations in town where the maps are available. The retail community has been very supportive in displaying the holders and maps. In particular, the three existing kiosks on the rail trail are being replenished regularly which is an indication for both how popular the rail trail is and the usefulness of the maps. Also very popular are the two rental car sites in Maynard which have both been replenished numerous times.
- Showcased Maynard’s economic development efforts with a presentation to MAPC Director Mark Draisen and staff, followed by a tour which included Mill & Main, 129 Parker St., the Powdermill Corridor, the Rail Trail, and results of several BEEP grants.
- **Zagster Bike Sharing Program:** Supported the Town Planner’s Zagster Program, which includes bicycle stations at Mill & Main and the South Action T Station. Its grand opening was celebrated on October 25 with State and Town officials attending.



- **Parking Management:** After acceptance by the BOS of the MAPC Downtown Parking Study, EDC coordinated with the Police Department on a 12-week pilot testing non-metered parking in the downtown. As the pilot confirmed conclusions from the parking study, an EDC subcommittee then formulated a parking management plan for municipally owned spaces in the downtown district. This plan, to be presented to the BOS in early 2019, identifies parking as a key element of economic development and includes requirements for enforcement, signage, creation of a parking authority to guide future parking decisions and implementations of MAPC study recommendations.
- **Master Plan Process:** Work continues with the Town Planner and the Master Plan Steering Committee to develop a salient economic development plan that will service Maynard for the next 25 to 50 years. Priorities include championing continuous downtown redevelopment, the improvement of the Powdermill Rd. Corridor, and safeguarding and developing the river front as a destination.
- **Advocacy and Education:** Prepared and submitted white papers to Board of Selectmen supporting mixed-use development in the downtown and rationale for inclusionary zoning.
- **Other:**
  - **Banners:** Explored the possibility of creating a banner program to advertise local events such as Town Meetings, Festivals, etc. Progress has stalled due to the difficulty of obtaining permission to use poles from utilities.
  - **Minimum Maintenance Bylaw:** Working on a bylaw to address commercial blight, specifically targeting storefronts and commercial buildings in severe disrepair.
  - **Outdoor Dining By-Law Amendment:** Worked with the Town Planner to prepare this amendment for spring Town Meeting (TM) to address the vital role outdoor dining plays in downtown redevelopment.
  - Met with external leasing agents for 141 Parker St., 63 Great Rd and Mill & Main.
  - Supported a CDBG Application that included Memorial Park/Central Parking Plaza Improvements.
  - Two members attended the Department of Housing and Community Development (DHCD) Summit, attending workshops on arts and culture, parking districts, parking studies, downtown housing, and downtown zoning. The Chair attended the annual State Economic Development Summit.
  - Met with Annamarie Kirsten, Senior Director of the Economic Development Incentive Program (EDIP) administered by the MA Office of Business Development (MOBD). The group focused on two programs: the 10% Abandoned Building Renovation Deduction; and the Vacant Downtown Storefront Initiative.

Respectfully submitted,

**Jack MacKeen**  
**Chairman**

## HISTORICAL COMMISSION

### Members

Paul Boothroyd .....	Member
Peg Brown .....	Alternate
Lee Caras .....	Member
John Courville .....	Alternate
Ellen Duggan .....	Member
Jack MacKeen .....	Chair
Priscilla Sandberg .....	Member

In 2018 the Historical Commission continued its role as a regulatory body for demolition delay of historic properties in addition to its fundamental role of advising the Selectmen on historic preservation in Maynard. It held nine formal meetings as well as several informal evening walking tours to gather information in support of the Historic Property Inventory update noted below. The Commission has a full complement of five statutory members plus two alternate members. Several members represent the Commission on other Town Committees.

#### Commission activities:

- A major focus of the Commission in 2018 was preparing for the latest update to Maynard's inventory of historic Properties, a survey funded by a grant from the Community Preservation Committee. With the help of the Assistant Town Administrator, a contract was issued and work has started on the evaluation of approximately 125 additional properties.
- The current list of Historically Significant Properties was revised effective July 1. A decision was made that no property can be considered for inclusion on the list unless it has been professionally evaluated and submitted as part of the State Inventory of Historic Properties which is publicly available on the State MACRIS system. Written notice of changes was provided to all affected parties and the revised list made available to the Building Commissioner.
- The Commission supported a display about markers in the Library's second floor display case, including commentary about Maynard's "lost" properties, i.e., historic buildings razed or demolished.
- Initiated CPC project requests for restoration of oldest tombstones in both Glenwood and St. Bridget's Cemeteries. CPC funded project to restore Glenwood Cemetery pond is underway.
- Meeting with BOS Liaison Melissa Levine-Piro in September included differentiation between roles of Historical Society and Historical Commission, Commission pursuit of



legislative act to create Historic Preservation Fund, Commission role with historic buildings in Powdermill Road project and attempts to find Covenant between Mill owner and Town requiring owner to maintain clock.

- Began creating a reference book collecting all relevant information for each property listed as Historically Significant in order to support future Commission deliberations under the demolition delay bylaw.
- Continued working with Town Counsel to draft home rule petition creating a historic preservation fund to support preservation of historically significant buildings. Due to lack of structure within language enabling Historic Commission and the state Anti-aid amendment, such a fund would require approval of the State Legislature after approval at Town Meeting.
- With the support of current owners of the properties, Historic Markers were awarded to #3 High Street, #4 High Street, Maynard Library, Art Space/Fowler, and the former St. George's Episcopal Church.
- Commission member Priscilla Sandberg created and manages a Facebook site for the Commission, posting regularly on historical items in the town.
- Continued distribution of the six highly successful self-guided walking tours emphasizing historic properties in Maynard, including Glenwood Cemetery. All tour guides are available at the Library and in the Municipal Services office at the town building, or can be downloaded from the Town web site.
- Renewed Historic New England membership, which provides passes for Maynard residents to visit 36 historic properties throughout New England and a quarterly magazine, both available at the library. Also renewed Freedom's Way Heritage Association membership.
- Maintained a presence on the town website with information on Commission activities, projects and resources.

Respectfully submitted,  
**Jack MacKeen**  
*Chairman*

## RECREATION COMMISSION

### *Members*

Jim Hines.....	Member
Stephen Jones.....	Chairman
Barry Roche.....	Member
Adam Sherman.....	Member
Denise Walsh.....	Member

The mission of the Maynard Recreation Commission is to enhance the quality of life in the community through facilities, activities and programs that encourage health, fitness and recreation. Our vision is to create and sustain thriving parks, fields and open space that will be resilient and sustainable. The Maynard Recreation Commission fosters the town's recreational needs through efficient use and care of space and assets to best serve the populace.

To this end, The Maynard Recreation Commission has brought their programs back under the direct leadership of the Commission. The REC basketball program has been implemented and revitalized under a new director reporting to the commission. We have added some self-run activities such as Girls Conditioning and Men's Soccer with new varied programs on the horizon.

Plans are progressing in our efforts to renovate the Fowler field complex. The commission strives to increase community involvement in its programs and to improve the spaces available for recreational uses.

Respectfully submitted,

**Stephen Jones**  
**Chair**

## MASTER PLANNING STEERING COMMITTEE

### Members

Brendon Chetwynd	Chair
Adam Conn	Vice Chair
Andrew Snyder	Secretary/Conservation Commission
Melissa Levine-Piro	Board of Selectmen
Armand Diarbekirian	Board of Selectmen
Bill Nemser	Town Planner
Greg Tuzzolo	Planning Board Representative
Michael Uttley	Member
Angie Flannery	Council on Aging
Tim Houlihan	Member
Jason Kreil	Member

The Master Planning Steering Committee began its work in January 2018 to update the Town of Maynard's 27 year-old master plan. Since that time, the committee has engaged our consultant, VHB, on a broad range of outreach efforts spanning from stakeholder interviews, public visioning sessions, online surveys, and public events such as Maynard Fest. The Committee continues to work with VHB on developing and crafting each section of the document.

The goal of the Master Plan is to allow the community to articulate a shared vision of the Town's future direction. This vision, coupled with associated goals and specific recommendations, will provide policy makers and other stake holders guidance on decision making.

We continue to welcome public input throughout the process. More information can be found on the Master Plan website at <http://www.maynardmp.com>.





As the Master Plan is finalized, the committee plans on seeking the formal adoption by the Planning Board, the Board of Selectmen, and ultimately, Town Meeting.

Respectfully submitted,

**Brendon Chetwynd**  
*Chair*

## AFFORDABLE HOUSING TRUST

### Members

Rick Lefferts	Chair
Bill Cranshaw	Treasurer
John Courville	Member
Donna Dodson	Member
David Gavin	Member

To the Honorable Board of Selectmen and all residents of the Town of Maynard,

The Maynard Affordable Housing Trust was established in 2018. As provided in Chapter 35 of the Town of Maynard By-Laws, the purpose of the Trust is to provide for the preservation and creation of affordable housing in the Town of Maynard for the benefit of low- and moderate-income households in Maynard. The Trust is authorized to accept and distribute funds, and to acquire and use property, to support this purpose. The Trust is overseen by a five-member Board of Trustees appointed by the Board of Selectmen.

Documents establishing the trust were recorded with the Middlesex South Registry of Deeds in April of 2018. The Board of Trustees then established rules and regulations for the operation of the Trust, including eligible uses of Trust Funds and the funding approval process. The Board members serve without compensation. All documents associated with Trust are available on the Town web site.

The Trust received \$250,000 in funding from the Community Preservation Committee, as approved by the May 2018 Town Meeting. The Trust is currently exploring potential uses for those funds to create affordable housing. Among the many options are outright purchases of properties, the purchase of deed restriction on privately-owned property, or subsidizing additional affordable housing units in planned multi-family development projects.

The Trust meets monthly and all are welcome to attend. We encourage those with specific ideas for possible affordable housing projects to contact the Trust at [AHTChair@TownofMaynard.net](mailto:AHTChair@TownofMaynard.net).

Respectfully submitted,

**Rick Lefferts**  
*Chair*

## AMERICAN WITH DISABILITIES ACT (ADA) COMMISSION

### Members

Brian Berghaus.....	Member
Elijah Tucker.....	Chairman
Suzie Coughlan.....	Member
Denise Shea.....	Member
Tim Goulding.....	Member

The ADA commission was set up in 2018 to help the town with policies to meet the ADA and to forward recommendations to the town on how to improve any issues in accessibility. The Commission includes 5 members, 1 town representative and 4 members that have at least a relation to someone with a disability.

### Transition Plan

The ADA commission was tasked with the review and the finalization of Maynard's Transition Plan. This document should be used to help the town be better able to handle changes needed to accommodate people with disabilities. It is also has the guidelines to set up to file grievances and the official wording that is recommended to meet ADA requirements on town documentation

Respectfully submitted,

*Elijah Tucker*  
*Chair*

## COOLIDGE SCHOOL WORKING GROUP

### Members

Victoria Brown.....	Member
Linde Ghere.....	Chairman
Sarah Donnelly.....	Member
Donna Dodson.....	Member
Aaron Miklosko.....	Member

The Coolidge School Working Group (CSWG) was created to provide fresh community insight for the future use of the Coolidge School building, which is located at 12 Bancroft Street in Maynard.

When group members were appointed, the Board of Selectmen asked the team to consider the following when making their recommendations:

- public and private uses for the school
- the needs of the community
- the neighborhood surrounding the building
- preservation of the building exterior

- preservation of the sledding hill and park

### ***Progress to Date***

The first full meeting of the Coolidge School Working Group was held on October 10, 2018. Since then, the group has met twice per month.

During this time, the work group has:

- Reviewed the previous work done by the Historical Commission and the Coolidge School Re-use Task Force to inform our work.
- Explored whether any town departments, committees, or councils are interested in being housed in the school.
- Examined the cost of critical and essential repairs that need to be made to the school.
- Talked with various experts to understand the re-development potential for the school. These experts included the town planner, housing commissioner, non-profit directors, a developer who had historical renovation experience, a civil engineer who works with developers, and a proponent of artist live/work spaces.

The team then laid out 15 different options for future use of the Coolidge School, did a cost-benefit analysis of each option, and rank-ordered their preferred choices.

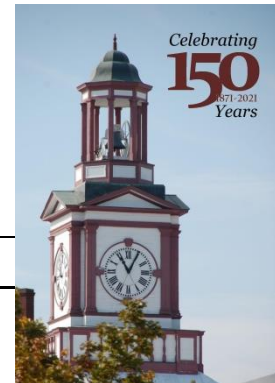
Upcoming steps include briefing the Board of Selectmen and holding public meetings with key stakeholders such as abutting neighbors, Friends of Coolidge Park, the Historical Commission and other interested town residents.

Respectfully Submitted,

***Linde A. Ghere***

***Chair, Coolidge School Working Group***

### **SESQUICENTENNIAL STEERING COMMITTEE**



### ***Members***

Lisa Dahill.....	Member
Benjamin DeMott.....	Chairman
David Griffin.....	Member
Molly Bergin.....	Member
Donald James.....	Member
John Houchin.....	Member
Charles Caragianes.....	Member
Lisa Simm.....	Member
David Mark.....	Member

No report.



## ARTSPACE

ArtSpace-Maynard is a nonprofit community art center located at 63 Summer Street in the former 55,000 square foot Fowler Middle School in Maynard MA. In January, 2000, ArtSpace leased the building from the Maynard School Department and transformed it into one of the largest and most vital art centers in New England.

The Mission of ArtSpace is to:

- Provide affordable studio space to local artists
- Exhibit contemporary art from New England artists
- Maintain an active community outreach program.

### ***Board of Directors:***

Fred Batstone	President and Director
Dave Griffin	Member
John Houchin	Member
David Mark	Member
Linda Spear	Administrator
Jeff Swanberg	Member
Frederick von Krusenstiern	Member
Valerie Warren	Member

ArtSpace hosts 7 exhibits annually in our gallery space. We also support outdoor art throughout the yard spaces that surround the building. We currently have 100% occupancy with 80 artists in 43 studio spaces and long Wait List of approximately 108 artists. Receptions for gallery exhibit openings are well attended by ArtSpace members and the general public. The individual ArtSpace studios are also “open” several times each year, including a holiday sale that drew more than 2,500 visitors in 2018. Our artists also regularly display their art at the public library and Town Hall. The gallery is also available to rent for small events.

ArtSpace is a core part of the Assabet Village Cultural District and we are actively engaged and dedicated to the promotion of art throughout the community. In 2018, ArtSpace was asked to join the Freedom’s Way “Hidden Treasures” organization, a part of the National Park Service’s Freedom’s Way National Heritage Area that includes Minute Man National Historical Park, identifying ArtSpace on their map of natural, historic, and cultural resources.

ArtSpace is responsible for all operating, maintenance and utility costs for the 53,000SF facility.

Respectfully submitted,

***Frederick Batstone, President/Director***  
***Linda Spear, Administrator***



## Spotlight

### MHS STUDENT ARTISTS – COVER ART CONTEST

Be sure to take a close look at the artwork on the front cover and throughout this year's Annual Report. Heading in the direction of Selectman, Justine St. John's suggestion that we look to the high school art department for Annual Report artwork ideas, we decided to raise the stakes and make it a contest! Our Human Resources Coordinator, Stephanie Duggan, reached out the MHS Art Teacher, John Flynn, and Radio & Television Production teacher, John Ogden, to gauge interest – with their support and enthusiasm, the 2018 Annual Town Report MHS Artwork Contest was launched just after the first of the year.

In the days that followed, we received many eclectic and impressive submittals – from paintings to photographs – totaling 36 in all! Town Hall was given the task of voting for their favorites. As you can imagine, voting proved difficult in choosing just one – many could not decide and wished they could vote for several. Votes spanned the entire collection and, after a week of polling, a clear winner had emerged.



The beautiful photograph of the clock tower at Mill & Main that graces this year's cover is the work of **Brianna Morey**, 11<sup>th</sup> grade student in Mr. Ogden's class. The assignment, performed within his Communications classes, was to photograph Maynard. Specifically, the students worked in collaboration with the Maynard Education Foundation to create the first annual Maynard Amateur Photography Competition. Students had to submit 3 photos they believed best represented the theme of Maynard, and he helped them each to select their best photo. Students were required to focus on composition, lighting, and photo editing technique, finally submitting their photos as a graded assignment. Congratulations, Brianna!

But what to do with the remaining works of art that were submitted? We could not let them go without mention, so we did the only thing we thought was right... and included them throughout the pages of the report! Look to the back of the front cover for locations and credits.

Ms. Duggan would like to extend her sincerest appreciation and gratitude to Mr. Flynn and Mr. Ogden for their enthusiasm and assistance in making this contest such a success. We are all impressed and grateful for all they do to recognize and further the talents of the students at MHS. We also want to thank all 36 students who put forth their art for consideration – it was a truly impressive and inspiring collection.

Emily Bakalos  
Olivia Bakalos  
Samantha Bakalos  
Mykenzi Billings  
Morgan Booth  
Jordan Cedeno  
Claire Candela  
Phoebe Cook  
Jack Denn  
Steve Denn

Sam Dunton  
Lilly Elwell  
Caroline Gallo  
Will Garver  
Natalie Hayes  
Molly Hines  
Adam Kysiak  
Emma Lowery  
Ariane Mauroy  
Lindsay McCabe

Tyler McMahon  
Jonathan Midey  
Alexandra Morgan  
Jordan Mullen  
Dustin Noke  
Carolyn Norris  
Sean Oliphant  
Will Price

Carly Rieter  
Emily St. John  
Charlie Stearns  
Hayle Thompson  
Meghan Tucker  
Matt Walsh  
Skylah Zayas

Don't forget to check out the Annual Town Report MHS Cover Art Contest slideshow online at <https://www.townofmaynard-ma.gov/gov/town-meeting/>

